



October 2020 - Board of Trustees Meeting

October 20, 2020

Richland Community College - Board Room

One College Park

Decatur, IL, 62521

Access to the Board of Trustees meeting is provided via teleconference online via Zoom,
<https://richland.zoom.us/j/95790093551> or by phone at 312-626-6799 with Meeting ID: 957 9009 3551
passcode: 563296



Meeting Book - October 2020 - Board of Trustees Meeting

October 2020 Board of Trustees Meeting

I. Annual Board Book Calendar

A. Board Book Annual Calendar 2020.docx

II. Principles of Sustainability

A. Principles of Sustainability.pdf

III. Innovation and Quality Performance System

A. Innovation and Quality Performance Strategic Plan Visual updated 11-6-19.pdf

IV. Strategic Plan Priorities

A. Strategic Plan Priorities Richland Community College 2020 board two-page list.docx

V. The Vision: To be the best and first choice for education.

VI. College Mission: To empower individuals through learning and to forge partnerships that grow communities.

VII. Core Values: Commitment, Respect, Excellence, Accountability, and Diversity

VIII. Convening of the Regular Meeting

A. Call to Order

B. Roll Call

IX. Executive Session

A. Executive Session.docx

Needs Action

X. Minutes of the Regular Meeting on September 15, 2020

A. September MINUTES OF BOARD OF TRUSTEES REGULAR MEETING.docx

Needs Action

XI. Appearance of Citizens and Introduction of Guests

XII. Written Communications

A. Personnel Update

A. Oct20 personnel report.pdf

B. College Activities Report

A. October 2020 Activities Report.docx

Tracy Withrow

XIII. Special Reports

A. Report of ICCTA B. Monitoring Report - Academic Profile C. Faculty Report A. Faculty Report Oct 2020.docx		Bruce Campbell Dr. Denise Crews Janilyn Kocher
	XIV. Report of Student Trustee	Virginia Book
	A. October 2020 Student Trustee Report.docx	
XV. Foundation Report		Julie Melton
A. BOT Report October 2020.docx		
XVI. Consent Agenda	Needs Action	
A. Consent Agenda.pdf		
B. Authorization in Compliance.pdf		
XVII. Old Business		
A. Examination of Closed Session Minutes	Needs Action	Randy Prince
A. Exam of closed session minutes.docx		
B. Changes to Board Policy Section 5 - Social Media - First Reading		Tracy Withrow
A. First Reading Section 5 - GENERAL POLICIES - social media policy changes.doc		
VIII. New Business		
A. Purchase of Technical Services COVID Technology	Needs Action	Joy Harvey
A. MemoCOVIDLaptops10062020.docx		
B. RAMP FY2022	Needs Action	Greg Florian
A. RAMP FY2022 10.13.2020.doc		
XIX. Financial Report	Needs Action	Greg Florian
A. Financial Memo.pdf		
B. 09 September 2020.pdf		
XX. Report of the President		
XXI. Items from the Board		
XII. Adjournment		

JANUARY 2020

Reports

Consent Agenda

College Legal Contractual Agreements

New Business

Trustee Training

FEBRUARY 2020

Reports

Consent Agenda

New Business

Recommendations for Tenure

Recommendation for Approval of Fees

Strategic Plan Priorities

Monitoring Report: Community Partnership

MARCH 2020

Reports

Consent Agenda

New Business

Recommendations for Faculty Promotions in Rank

Recommendation to Grant Professor Emeritus Status

Recommendation to Grant Staff Emeritus Status

Recommendation for Professional Leave

Recommendation for Approval of Tuition

Monitoring Report: Staff Profile

APRIL 2020

President's Evaluation

Tenure and Promotion Recognition Dinner

Student Government Election Results

Report from Board Secretary regarding Election of Student Trustee

Seating of New Student Trustee

Reports

MAY 2020

Reorganization of Board of Trustees

Reports

Consent Agenda

New Business

Tentative Budget

Other

RCC Commencement

ICCTA Lobby Day

Monitoring Report: Budget

JUNE 2020

Public Hearing for Budget

Reports

Strategic Plan Quarterly Report

Consent Agenda

New Business

Resolution Adopting Budget

Compliance with Prevailing Wage Act

State Capital Funding Request

Resolution Transferring Earnings

Review of Minutes of Previous Executive Sessions

Monitoring Report: Planning and IE

JULY 2020

Reports

Consent Agenda

Monitoring Report:
Student Profile

AUGUST 2020

Reports

Institutional year Book
Program Review
Presentation

Consent Agenda

Monitoring Report:
Marketing/Government
& Community Affairs

SEPTEMBER 2020

Reports

Consent Agenda

Annual Foundation
Board Meeting

Monitoring Report:
Physical Plant/Facilities

OCTOBER 2020

Reports

Consent Agenda

**Distribution of audit
Reports – RCC &
Brush College, LLC**

Strategic Plan Quarterly
Update

Monitoring Report:
Academic Profile

NOVEMBER 2020

Reports

Audit Presentation

Consent Agenda

**Calendar of Regular
Meeting of Board of
Trustees**

Old Business

Financial Report

Monitoring Report:
Enrollment and
Financial

DECEMBER 2020

Reports

Consent Agenda

Old Business

**Resolution for Fiscal
Year Tax Levy**

**Review of Minutes of
Previous Executive
Sessions**

Winter Board Retreat

Strategic Plan Priorities
Results Report

PRINCIPLES OF SUSTAINABILITY





College Vision

To be the best and
first choice for
education.

College Mission

To empower individuals
through learning and to
forge partnerships that
grow communities.

Core Values

Commitment
Respect
Excellence
Accountability
Diversity

Strategic Plan

Richland Community College Strategic Plan 2020-2022

Goal 1: Provide relevant, high-quality learning opportunities.

Strategy A: Improve the quality of learning using a Teaching and Learning Center (TLC) to provide professional development.
Strategy B: Expand educational partnerships to create cohesive transitions (high school, universities, and industry).
Strategy C: Determine relevant learning opportunities to grow communities.

Goal 2: Foster Student Success and Completion.

Strategy A: Strengthen Richland's relationship with service area stakeholders.
Strategy B: Increase retention.
Strategy C: Increase student completion.

Goal 3: Enhance and cultivate partnerships in business, education, government, and communities to meet current needs of students and emerging trends of the region.

Strategy A: Connect with district employers to identify needed skills and collaborate in the delivery of training opportunities.
Strategy B: Share information regarding Richland activities and opportunities with internal and external communities to better connect with and inform individuals.
Strategy C: Deliver data-informed, innovative programs and services that align with the rapidly developing workforce to become a labor market-responsive community college.

Goal 4: Create a sound financial system that maintains long-term operational funding, promotes operational sustainability, and utilizes an effective organizational structure.

Strategy A: Position the College for financial stability that addresses varying income sources.
Strategy B: Create financial reserves to fund new initiatives.
Strategy C: Review cost control systems for effectiveness.
Strategy D: Seek alternative revenue sources.
Strategy E: Enhance student learning spaces.
Strategy F: Enhance faculty and staff training options and modalities..
Strategy G: Align current personnel resources to support optimal operations and student success.
Strategy H: Create an effective equipment replacement plan for all College computing equipment.
Strategy J: Maintain and enhance the IT infrastructure to support College operations and to provide consistent content delivery.

Implementation and Performance

Public Accountability

Annual Budget; Program Review and Program/Discipline Viability

Institutional Balanced Scorecard

DashBoard

Annual Performance Report

Implementation and Performance

Public Accountability

Richland Community College 2020-2022 Strategic Plan

Vision: To be the best and first choice for education

Mission: To empower individuals through learning and to forge partnerships that grow communities

Core Values: Commitment, Respect, Excellence, Accountability, Diversity

Goal 1: Provide relevant, high-quality learning opportunities.

- A. Improve the quality of learning using a Teaching and Learning Center (TLC) to provide professional development.
- B. Expand educational partnerships to create cohesive transitions (high school, universities, and industry).

Goal 2: Foster student success and completion.

- A. Strengthen Richland's relationships with service area stakeholders.
- B. Increase student retention.
- C. Increase student completion.

Goal 3: Enhance and cultivate partnerships in business, education, government, and communities to meet current needs of students and emerging trends of the region.

- A. Connect with district employers to identify needed skills and to collaborate in the delivery of training opportunities.
- B. Share information regarding Richland activities and opportunities within the internal and external communities to better connect with and inform individuals.
- C. Deliver data-informed innovative programs and services that align with the rapidly developing workforce to become a labor market-responsive community college.

Goal 4: Create a sound financial system that maintains long-term operational funding, promotes operational sustainability, and utilizes an effective organizational structure.

Organizational/Operational: Finances

- A. Position Richland for financial stability that addresses varying income sources.
- B. Create financial reserves to fund new initiatives.
- C. Review Cost Control Systems for effectiveness.
- D. Seek alternative revenue sources.

Organizational/Operational: Facilities

- A. Enhance student learning spaces.

Organizational/Operational: Staffing

- A. Enhance faculty and staff training options and modalities.
- B. Align current personnel resources to support optimal operations and student success.

Organizational/Operational: Technology

- A. Create and implement an effective equipment replacement plan for all College computing equipment.
- B. Maintain and enhance the IT infrastructure to support College operations and to provide consistent content delivery.

Executive Session- October 20, 2020

MOTION FOR CLOSED SESSION

I move that the Board enter into closed session for the purpose of discussing individual employments, as specified in Section 2 (c) (1); for the purpose of discussing collective negotiating matters, as specified in Section 2(c) (2); for discussion of purchase or lease of real property, as specified in Section 2 (c) (5); for discussion of pending or probable litigation, as specified in Section 2(c) (11); and for self -evaluation, as specified in Section 2 (c)(16) of the Open Meetings Act.

Richland Community College is in compliance with Public Act 93-0523, requiring the tape or video recording of all executive sessions .

**MINUTES OF BOARD OF TRUSTEES REGULAR MEETING
DISTRICT NO. 537
RICHLAND COMMUNITY COLLEGE**

September 15, 2020

CONVENING OF THE MEETING

Call to Order

The regular meeting was called to order at 5:30 p.m. Tuesday, September 15, 2020, in the Board Room of Richland Community College by Secretary Prince. Secretary Prince also recited the College Vision, Mission, and Core Values.

Roll Call

Trustees Present: Tom Ritter, Dale Colee, Randy Prince, Bruce Campbell, Vicki Carr, and Virginia Book

Trustees Absent: Dr. David Coopridner and Bishop Wayne Dunning

Also present: Dr. Cris Valdez and other staff members

MINUTES OF PREVIOUS MEETING

The minutes of the Regular Meeting on August 18, 2020 had been distributed to the Board prior to this meeting.

Ritter moved to approve the minutes of the Regular Meeting on August 18, 2020. Campbell seconded. Voice vote being all ayes, Secretary Prince declared the motion carried.

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

Dr. Valdez and the Board of Trustees welcomed those in attendance.

WRITTEN COMMUNICATIONS

College Activities Report

Tracy Withrow presented the College Activities Report

- Board of Trustees Meeting – Board Room, October 20, 2020
- Other activities listed in the Board Book

SPECIAL REPORTS

REPORT OF ICCTA

Bruce Campbell attended the ICCTA meeting on September 11-12, 2020 in Springfield, IL. He shared the itinerary of activities. Trustee Campbell encouraged Richland to make nominations for the awards that are distributed every Fall. He also encourage all Trustees to attend the next meeting that will be held in November.

MONITORING REPORT

Greg Florian presented the monitoring report – Physical Plant and Facilities.

FACULTY REPORT

Janilyn Kocher presented the Faculty Report that is listed in the Board Book.

REPORT OF STUDENT TRUSTEE

Student Trustee Michaila Long presented the Student Leadership Council Report.

FOUNDATION REPORT

Julie Melton reported on top accomplishment, projects in progress and new opportunities on the horizon.

NEW BUSINESS

APPROVAL TO PURCHASE HUMAN PATIENT SIMULATOR

A recommendation was made to the Board of Trustees that would authorize College Administration to purchase the Human Patient Simulator package and all necessary licenses and software updates from CAE Healthcare Inc., of Sarasota, Florida at a total cost of \$199,996.73, as presented.

Campbell moved to approve the recommendation that was made to the Board of Trustees that would authorize College Administration to purchase the Human Patient Simulator package and all necessary licenses and software updates from CAE Healthcare Inc., of Sarasota, Florida at a total cost of \$199,996.73, as presented. Colee seconded. Roll call vote being all ayes, Secretary Prince declared the motion carried.

APPROVAL OF CONTRUCTION CONTRACT

A recommendation was made to the Board of Trustees that would authorize College Administration to execute a contract with Johnco Construction, of Makinaw, Illinois for the bid and alternates for Master Plan Phase I in the amount of \$8,527,300.00, as presented.

Carr moved to approve the recommendation that would authorize College Administration to execute a contract with Johnco Construction, of Makinaw, Illinois for the bid and alternates for Master Plan Phase I in the amount of \$8,527,300.00, as presented. Campbell second. Roll call vote being all ayes, Secretary Prince declared the motion carried.

FINANCIAL REPORT

BILLS AND TRAVEL EXPENDITURES PAYABLE

The August 2020 Treasurer's Report and Financial Statement were presented to and discussed with the Board.

A list of bills paid in the amount of \$1,129,532.23 for August 2020 was distributed to the Board prior to the meeting.

Ritter moved to ratify the August bills and travel expenditures paid and approve the Financial Statement subject to audit. Carr seconded. Roll call vote being all ayes, Secretary Prince declared the motion carried.

REPORT OF THE PRESIDENT

- President Valdez reported to the Board of Trustees that 2021 consolidated election packets are now ready. If interested, please make an appointment with Madonna to get the necessary information. Petitions can be distributed starting September 22, 2020.
- Shout out to Kona Jones, Director of On-Line Learning. Kona's article, *Responsible Use of Online Classroom Content* will be featured as an exemplar in the Educause 2020 Student Study report, and is scheduled to be published next month.
- President Valdez updated the Board of Trustees about the new Diversity, Inclusion, and Equity Committee that will be forming at Richland Community College.

ITEMS FROM THE BOARD

- The Winter Board Retreat will be held January 14, 2021
- Dale Colee thanked and complimented Courtney Carson on his new radio show with Aric Lee. "Courtney is a great role model in our community".
- Virginia Book reiterated how student are learning how to adapt to the "new norm" of on-line learning.

EXECUTIVE SESSION

None

ADJOURNMENT

Campbell moved and Carr seconded to adjourn the meeting at 6:45 p.m.

Randy Prince, Secretary

To: Cris Valdez, President

From: Robin Bollhorst, Director, Human Resources & Payroll 

Date: October 5, 2020

Subject: Personnel Update

Retirements, Resignations, and Terminations

Name	Position	Last Day
Craig Lucas	Chemistry Faculty	08/15/2020
Joe Draeger	Welding Faculty	08/15/2020
Jacob Gulso	Solution Specialist	08/28/2020
Laquitta Ford	Director, TRiO Program	08/31/2020
Dean Schultz	TRiO Education & Learning Specialist	08/31/2020
LaShonda Anderson	TRiO Career & Transfer Specialist	08/31/2020
Liz Wanless	Accounts Payable Specialist	09/11/2020
Robert Brice	Director, Skilled Trades	09/11/2020

TO: Dr. Cris Valdez
 FROM: Tracy Withrow
 DATE: October 6, 2020
 SUBJECT: October 2020 College Activities Report

Following is *Richland Community College Activities Report* for October 20, 2020 to November 20, 2020. The *Activities Report* is meant to provide information on items of College-wide and community interest and to spotlight the variety of activities and events in which the College is engaged.

Spring 2021 Registration Dates:

October 1 – First Day FAFSA can be filled out for 2021-2022
 October 19 – Current Students and Veterans
 October 26 – New Students
 January 14 – First Day of Classes

Spring 2021 Registration Events:

- Thursday, December 3rd, 10am-6pm
- Saturday, December 12th, 10am-2pm
- Wednesday, January 6th, 10am-6pm
- Saturday, January 9th, 10am-2pm

October 2020

October 14 – 25 CTE Faculty Mentorship Program
 Promoted through a Virtual Career Fair

October 21, 22, 23 Highway Construction Career Training Program Orientations
 10am and 4pm each day

November 2020

November 3 Election Day – College Closed

November 6 Highway Construction Career Training Graduation

November 11 Veterans Day – College Closed

November 20 MCLETC CC20-08 Graduates

Upcoming Non-Credit Training

Online COM 8780 Excel Level 3	10/26/2020
Online COM 8781 OneNote	10/26/2020
HLFT 8860 Richland Strength	10/26/2020
HLFT 8858 Mobility and Movement	10/26/2020
HLFT 8859 RichlandFIT	10/27/2020
Online COM 8782 Outlook	10/28/2020
Christmas Stockings	11/05/2020
OSHA 10-hr General Industry	11/30/2020
OSHA 30-hr General Industry	11/30/2020

Faculty Report Oct. 20, 2020

In anticipation of Spring 2021 registration, faculty are immersed in creating their courses for the spring semester. Faculty are talking to their students and emailing them, encouraging students to enroll.

In the Sept, 19th edition of the Herald and Review, an article featured RCC faculty member, Robert Grindy. When I congratulated Robert on the article, he shared it was written by a former student who pursued his dream of becoming a journalist.

5 QUESTIONS WITH | ROBERT GRINDY, ENGLISH PROFESSOR AT RICHLAND

Writing and teaching

GARRETT KARSTEN
garrett.karsten@lee.net

Name: Robert Grindy
Occupation: English professor, Richland Community College
City of residence: Decatur

Out of the several classes you teach at Richland, which is your favorite to teach? Why?



Grindy

Probably the creative writing classes because the students who sign up are usually excited and eager to write, which makes it very enjoyable. And the stuff they come up with is fresh, engaging, a pleasure to read and help with. It's a class that keeps me feeling young!

How much work did it take to become a published writer? How many of your works have been published and what's your preferred genre and/or style?

I've published short stories, essays, poems and articles in various literary magazines and local journals since the early '90s, and my novel "Iced" was published in 2018. Fiction writing is what I like best, stories and novels in a realistic vein, though usually with some humor along the way. It took four years of college as an English major and three years getting an MFA in fiction to get to a point where I thought my stuff was worth reading, and then continuous hard work since then, just a lot of writing and reading. My novel took about 10 years from first draft to book-in-hand, and I can't even count the number of drafts.

Did you always see yourself becoming a professor? What career would you choose if you weren't able to teach?

I've always wanted to be a writer, and my fantasy was to become a professional novelist living off my best-selling works. I knew early on in my academic career how unlikely

that was to happen and that teaching was the best way to make a living and still have a chance to write. But beyond the practical reasons, I found that sharing my love for writing and literature was enormously rewarding in its own way. So the teaching and writing have always gone hand in hand, one feeding the other.

How do you come up with story ideas? What are some common strategies you utilize when writing?

Stories for me usually start with an interplay of people, place, and conflict—how people are shaped by their places, and how those places create conflict. I usually draw from something I've experienced or observed, and then I let my imagination run to what-ifs and new possibilities. For instance, the protagonist of my novel has a job much like mine in a town much like Decatur, and I borrow a huge amount from my experiences teaching and living

here, but that guy is not me, and the town is not Decatur—they are products of my imagination.

You were raised in Northern California, graduated from California State University, Chico, and ended up teaching in the Midwest. Do you ever consider returning to the west coast?

I met my wife, who is from Massachusetts, in graduate school at Indiana University. We came to Decatur in 1990 with a young baby, figuring we'd stay a few years and move either east or west. But we ended up making a home here with good jobs, good friends, good schools for our kids, an easy-going, affordable Midwestern life that was too hard to give up. We still might end up east or west some day, but for all its faults, Decatur is our home, a part of who we are.

Contact Garrett Karsten at (217) 421-6949. Follow him on Twitter: @GarrettKarsten

Richland Community College
STUDENT LEADERSHIP COUNCIL
BOARD REPORT

October 2020

Student Trustee: Virginia Book

President: Ruel Hanlan | **Vice-President:** Ashley Arnold | **Secretary:** Claire Parker

Student Engagement Activities:

- 10/20 Factuality- a 90-minute crash course on structural inequalities
<https://www.factualitythegame.com/>
 - 10/28 Kahoot! Halloween Trivia
 - 11/5 Beatboxer, Sungbeats (<https://www.sungbeats.com/>)
 - 11/12 Virtual Bingo
-
- 10/19 Spring Registration begins for current students & veterans
 - 10/26 Spring Registration begins for new & returning students





Richland Board of Trustees Report

Top Accomplishments

- The Foundation received a \$15,000 gift - \$5,000 to support the Student Assistance Fund and \$10,000 to support the Investing in the Future scholarship for the fall 2020 semester.
- Project Read Plus received two grants - \$10,000 from the Impact 100 grant with the Community Foundation of Macon County and \$2,400 from the Hardy Foundation administered through Busey.
- The Foundation completed the Scholarship Impact Reports which will be mailed to all donors with active scholarship and include endowment statements and/or profiles of scholarship recipients.
- The Foundation Board of Directors has identified three new potential board members to serve beginning January 1, 2021. We hope to have the board approve their membership at the November 10 quarterly board meeting.

Projects in Progress

- Continuing training to implement our new scholarship database - Academic Works. We are working with our IT and Marketing departments to update all online systems as we move from our in-house scholarship system to Academic Works. All links must be identified and changed prior to launch of the new system. New instructions will be posted in both myRichland and on the webpage to insure a smooth transition for our students.
- During October & November, the Alumni Association will be spotlighting Richland employees that are alumni similar to the healthcare spotlights done in June.
- Planning has begun for the Employee Campaign which is scheduled for November 9-20. This will be conducted virtually and give employees the option to support funds in the Foundation and/or the United Way.
- The Foundation is creating Impact Reports for the Student Assistance Fund & Project Read Plus to share the impact of donations to these areas.

- As we receive additional funding, the Foundation continues to award grants from the Student Assistance Fund for students facing barriers. We work closely with faculty and success coaches who have identified students in Richland Thrive that are struggling and provide students with the resources that they need to be successful.

On the Horizon

- This fall our new scholarship database – Academic Works – will go live and we will award spring 2020 scholarships through this process. We will train campus partners and board members who are part of the scholarship selection committee to familiarize themselves with the new awarding system
- In November, we will be featuring student scholarship spotlights on Facebook & LinkedIn.
- We are looking at innovative ways to connect scholarship recipients with their donors in lieu of hosting a large scholarship reception.
- A year end direct mail appeal will be sent in early December with a component to raise funds specifically for Project Read Plus.
- The Foundation is evaluating the likelihood of hosting the Culinary Scholarship Dinner and looking at alternative fundraising solutions. A decision will be made by November.

TO: Board of Trustees

FROM: Dr. Cris Valdez 

DATE: October 20, 2020

SUBJECT: Consent Agenda

Mr. Chairman, Members of the Board of Trustees, the following item is presented as a consent agenda to be acted upon within the same motion. Any Board member may remove the item from the consent agenda to be acted upon separately. Supporting documentation for the consent agenda items are attached.

Therefore, it is recommended that the Board of Trustees approve the following:

A. Authorization in Compliance with 5 Illinois Compiled Statutes 120/2.06

Thank you.

TO: Board of Trustees

FROM: Dr. Cris Valdez 

DATE: October 20, 2020

SUBJECT: Authorization in compliance with 5 Illinois Compiled Statutes 120/2.06
(Destruction of Closed Session Audio Recordings)

Mr. Chairman, Members of the Board, Section 120/2.06 of the Illinois Open Meetings Act states that the verbatim record of a closed session may be destroyed without notification to or the approval of a records commission or the State Archivist under the Local Records Act or the State Records Act no less than 18 months after the completion of the meeting recorded.

In addition, the Act states that the verbatim record may be destroyed only after the public body approves the destruction of a particular recording and the public body approves minutes of the closed session that complies with requirements for written minutes.

At this time, the verbatim recording of the closed session held March 19, 2019 has met the required 18-month period.

Therefore, it is recommended that the Board of Trustees authorize the destruction of the verbatim record of the March 19, 2018 closed session.

To: Board of Trustees

From: Randy Prince, Board Secretary

Date: October 20, 2020

Re: Examination of Closed Session Minutes

Mr. Chairman and members of the Board, the Illinois Public Community College Act requires each public body to review minutes of all closed meeting no less than semi-annually. A determination shall be made and reported in an open session for the need for continued confidentiality of those closed minutes or if they can be made available for public inspection. On September 15, 2020, the minutes of closed (executive) sessions conducted between December 18, 2001 and July 21, 2020 were examined.

It is recommended that the following sets of minutes **require continued confidentiality** and should remain sealed:

December 18, 2001; June 17, 2003; November 18, 2003; June 20, 2006; June 10, 2008; March 17, 2009; March 19, 2013; March 18, 2014; October 18, 2016; November 15, 2016; December 20, 2016; January 17, 2017; January 31, 2017; February 21, 2017; March 21, 2017; April 10, 2017; June 20, 2017; August 15, 2017; October 17, 2017; December 19, 2017; January 16, 2018; March 20, 2018; April 17, 2018; June 19, 2018; December 18, 2018; December 17, 2019; January 21, 2020; February 18, 2020; April 24, 2020; May 19, 2020; July 21, 2020

Therefore, it is recommended that the Board of Trustees approve the continued confidentiality of the closed session minutes as presented above.

5.1 STATEMENT OF ECONOMIC INTEREST – 5/21/96 – revised 5/5/09; 5/20/14

Richland Community College will comply with the Illinois Governmental Ethics Act 5 ILCS 420/requiring persons to file written statements of economic interest annually.

5.2 FREEDOM OF INFORMATION (FOI) – 2/20/07 – revised 5/5/09; 5/20/14

Richland Community College will comply with the Illinois Freedom of Information ACT 5 ILCS 140.

5.3 PROHIBITION OF DISCRIMINATION, SEXUAL AND OTHER FORMS OF HARASSMENT – Adopted 6/19/90; 8/16/16. Revised 6/18/02; 5/5/09; 2/28/10**A. Prohibition of Sexual and Other Harassment**

It is the policy of the College to provide an educational and employment environment free from all forms of harassment of employees, students and other individuals at any College facilities or in connection with any College activities. Retaliation for making a good faith complaint of harassment or for participating in a harassment investigation is also prohibited.

Through this policy, it is the intent of the Board of Trustees to comply with the Civil Rights Act of 1964 (Title VII), the Elementary and Secondary Schools Act of 1972 (Title IX), and the Illinois Compiled Statute 155 Preventing Sexual Violence in Higher Education Act.

5.3.1 PROHIBITION OF SEXUAL HARASSMENT, SEXUAL DISCRIMINATION, SEXUAL VIOLENCE AND GENDER BASED DISCRIMINATION – Revised 1/16/18

It is the policy of the College to provide an educational and employment environment free from all forms of Sexual Discrimination of employees, students and other individuals at any College facilities or in connection with any College activities. Retaliation for making a good faith complaint of sexual discrimination or for participating in a sexual discrimination investigation is also prohibited.

This policy applies to all Richland staff, students, and third party vendors. Several methods of reporting violations are available; the college's Title IX coordinator shall serve as the first contact for filing a complaint; you may directly contact the coordinator, or fill out the Title IX Complaint Form available on the Richland website. Violations shall also be reported to campus security, Human Resources, or any responsible employee of the college; who are then mandated to report to the Title IX coordinator. Options are also available for students to anonymously report a violation and/or confidentially report a violation through several selected "Confidential Advisors".

Upon notice of a violation the college will respond to the report with information and a list of available resources (within 12 hours).

External complaints shall be filed with the Equal Employment Opportunity Commission, the Illinois Department of Human Rights and the Office of Civil Rights of the United States Department of Education.

A. Definitions

1. Sexual discrimination means:
 - a. Discrimination on the basis of sex, sexual orientation or gender-related identity.
 - b. Sexual discrimination includes sexual harassment, sexual misconduct and sexual violence.
2. Sexual harassment means:
 - a. Unwelcome conduct of a sexual nature which denies or limits, on the basis of sex, gender identity or sexual orientation, a student's ability to participate in or to receive benefits, services, or opportunities in the College's programs or activities.
 - b. Sexual harassment includes any unwelcome sexual advances or requests for sexual favors or any conduct of a sexual nature when:
 - (1) submission to such conduct is made, either explicitly or implicitly, a term or condition of employment or education, or
 - (2) submission to or rejection of such conduct by an individual is used as the basis for employment or education decisions affecting such individual, or
 - (3) such conduct has the purpose or effect of substantially interfering with a reasonable individual's work or learning performance or creating an intimidating, hostile, or offensive working or learning environment.
3. Sexual Misconduct includes dating violence, domestic violence, sexual assault, sexual exploitation, sexual violence, and sexually based stalking.
4. Sexual Violence: Physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent, due to the person's age, use of drugs or alcohol, or because an intellectual or other disability prevents the person from having the capacity to give consent. Sexual violence includes, but is not limited to, rape, sexual assault, sexual battery, sexual abuse and sexual coercion.
5. Domestic Violence: A violent misdemeanor or felony committed by the victim's current or former spouse or intimate partner, current or former cohabitant, or by a person with whom the victim shares a child in common.

6. Dating Violence: Violence committed by a person who has been in a romantic or intimate relationship with the victim. Whether there was, such relationship will be gauged by its length, type, and frequency of interaction.
7. Gender Based Discrimination: discrimination based on a person's gender or sex, including identity; transgender or sexual orientation
8. Stalking: A course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others' safety, or to suffer substantial emotional distress.
9. Consent: at a minimum, recognizes that (i) consent is a freely given agreement to sexual activity, (ii) a person's lack of verbal or physical resistance or submission resulting from the use or threat of force does not constitute consent, (iii) a person's manner of dress does not constitute consent, (iv) a person's consent to past sexual activity does not constitute consent to future sexual activity, (v) a person's consent to engage in sexual activity with one person does not constitute consent to engage in sexual activity with another, (vi) a person can withdraw consent at any time, and (vii) a person cannot consent to sexual activity if that person is unable to understand the nature of the activity or give knowing consent due to circumstances, including without limitation the following:
 - The person is incapacitated due to the use of influence of alcohol or drugs;
 - The person is asleep or unconscious;
 - The person is under age; or
 - The person is incapacitated due to mental disability.
10. Confidential advisor means a person who is employed or contracted by the college to provide emergency and ongoing support to student survivors of sexual violence with the training, duties, and responsibilities described in Section 20 of the ILCS 155 Act.

B. Examples of Sexual Harassment, Sexual Discrimination and Sexual Violence and Misconduct:

1. A professor insists that a student have sex with him/her in exchange for a good grade. This is harassment regardless of whether the student accedes to the request.
2. A student repeatedly sends sexually oriented jokes around on an email list s/he created, even when asked to stop, causing one recipient to avoid the sender on campus.
3. A professor engages students in her class in discussions about their past sexual experiences, yet the conversation is not in any way germane to the subject matter of the class. She probes for explicit details, and demands

that students answer her, though they are clearly uncomfortable and hesitant.

4. A student persistently criticizes, jokes about, and disparages another student because of that person's gender, sexual orientation or gender related identity or knowingly permits other students to exhibit such behavior.

C. Other Gender Based Misconduct Offenses can include

1. Threatening or causing physical harm, extreme verbal abuse, or other conduct which threatens or endangers the health or safety of any person;
2. Discrimination, defined as actions that deprive other members of the community of educational or employment access, benefits or opportunities on the basis of sex or gender;
3. Intimidation, defined as implied threats or acts that cause an unreasonable fear of harm in another;
4. A student stalks another student.

These are examples only and not intended to be all inclusive.

D. Training and Prevention

The College will take appropriate, periodic measures to educate and train employees and students regarding this policy, conduct that could violate the policy, and bystander intervention tactics. All students, faculty, administrative, and supervisory personnel are required to participate in such education and training. In addition, all responsible persons and confidential counselors will be educated and trained on how to handle reports and/or complaints and what to do to help victims of sexual discrimination. All individuals responsible for investigating complaints will be trained on issues related to sexual violence, sexual harassment, domestic violence, dating violence, stalking and Title IX.

E. Assistance

The safety and well-being of any individual who believes they have been subject to sexual discrimination will be first priority. These individuals will be provided information about appropriate college or local area resources, including law enforcement, legal services, medical services, counseling and victim advocacy/support.

The College will take interim actions necessary to protect victims of sexual discrimination and prevent retaliation pending the investigation. Interim actions may include changes in academic or work situations, orders directing the victim and alleged perpetrator to avoid contact with one another, or any other appropriate measures.

Confidential Counseling will be available for individuals who believe they have been a victim of sexual discrimination who wish to speak with someone confidentially and do not want to pursue an internal complaint. Individuals can contact any of the designated trained “Confidential Advisors” at the college.

F. Confidentiality

To the extent possible, given the need to conduct a thorough investigation, the confidentiality of all participants in an investigation will be protected. A timely resolution of each complaint will be reached and communicated to the principal parties involved in the complaint. Information obtained during an investigation will be communicated only on a need-to-know basis. Requests not to investigate complaints cannot be honored. To further the College’s commitment to maintaining an atmosphere free from discrimination and harassment, all College employees and students are required to cooperate with investigations.

G. Retaliation

The College prohibits retaliation against a person that in good faith believes he or she has been subjected to an act of sexual discrimination or because he or she has in good faith made a charge, filed a complaint, testified, assisted, or participated in an investigation, proceeding, or hearing regarding sexual discrimination.

Retaliation includes, but is not limited to, any form of intimidation, reprisal, or harassment. If any employee or student believes that he or she has been retaliated against for exercising his or her rights under this policy, the employee or student should immediately report such conduct using the complaint procedure set forth. Employees and students are not required to approach the person who is exhibiting the alleged retaliatory behavior. A person engaging in retaliatory conduct shall be subject to disciplinary action up to and including discharge or dismissal.

5.3.2 PROHIBITION OF OTHER FORMS OF DISCRIMINATION AND HARASSMENT

Conduct that has a purpose or effect of substantially interfering with a reasonable individual’s work or learning performance or creating an intimidating, hostile or offensive working or learning environment when such conduct is directed at an individual because of race, national origin, disability, age, religion, sexual orientation or any legally protected classification.

Harassment prohibited by this policy includes both verbal and physical conduct. The College will not tolerate conduct in any form that is intended to cause or contribute or has the effect of causing or contributing to the humiliation, embarrassment or discomfort of reasonable employees or students because of their protected status.

Harassment does not include oral or written expressions that are academic in nature and purpose or that are relevant and appropriately related to course subject matter or curriculum. This policy shall not be used to abridge academic freedom or to interfere with the College's educational mission.

Examples of harassment include:

1. A supervisor persistently criticizes jokes about, and disparages a subordinate because of that person's gender, race, or ethnic background or knowingly permits other employees to exhibit such behavior.
2. One or more students criticize, laugh at, and disparage another student because of that student's disability.
3. A supervisor makes negative comments about an employee's religious beliefs that create a hostile environment.
4. A student makes derogatory references to an employee's mental or physical impairment that create an intimidating environment.

These are examples, only, and the list not intended to be all-inclusive.

5.3.3 PREVENTION AND REPORTING OF SEXUAL HARASSMENT, SEXUAL DISCRIMINATION, SEXUAL VIOLENCE, GENDER BASED DISCRIMINATION AND OTHER FORMS OF HARASSMENT

The College will take appropriate, periodic measures to educate and train employees regarding this policy and conduct that could violate the policy. All faculty, administrative, and supervisory personnel are required to participate in such education and training.

A. Internal Complaint Procedures

1. Reporting Harassment

- a. Individuals who believe they have been subjected to harassment are encouraged to take advantage of the College's complaint procedure.
- b. If a student has a complaint about sexual harassment, sexual discrimination, sexual violence or gender based discrimination, s/he should submit that complaint to the College's Title IX Coordinator.
- c. If a student has a complaint about other types of discrimination and/or harassment as defined in this policy, s/he should submit that complaint to the Director of Human Resources.
- d. If an employee has, a complaint about sexual harassment, sexual discrimination, sexual violence, gender based discrimination or other harassment, he or she should submit that complaint to the Director of Human Resources.
- e. If the student or employee is not comfortable making the complaint to the designated individual, the complaint may be made to any Human Resources representative or to any College Vice President.

- f. Any employee who believes this policy has been violated has an obligation to report it immediately to one of the College representatives listed above.

2. Investigation

- a. In the case of an employee complaint or a student non-sexual harassment complaint, the Director of Human Resources or a designee will promptly investigate.
- b. In the case of a student sexual harassment, sexual discrimination, sexual violence or gender based discrimination complaint, the College's Title IX Coordinator or a designee will promptly investigate.
- c. In all cases, the investigation will make reasonable attempts to determine the facts pertinent to the complaint by interviewing the parties involved, including the alleged harasser. If the accused is a College employee who is a member of a bargaining unit, the employee may request union representation during the investigation. At the conclusion of the investigation, a written report of findings will be prepared and forwarded to the President.

5.4 TOBACCO POLICY – 9/20/05 – revised 5/5/09; 5/20/14

It is the policy of Richland Community College to disallow the use of tobacco products on College owned property, in College vehicles or at events sponsored by the College.

Use of electronic cigarettes are prohibited.

Smoking of cannabis is prohibited on property controlled by the College, at events sponsored by the College, or at events attended while on College business.

5.5 TOXIC SUBSTANCES AND HAZARD COMMUNICATION STANDARDS – 5/5/09

It is the policy of Richland Community College Board of Trustees that all employees have the right to know of health hazards associated with their work. So that RCC employees can make knowledgeable decisions about any personal risks associated with their employment, the Board of Trustees authorizes the College administration to develop and affect procedures that conform to 820 ILCS 255\1, Toxic Substances Disclosure to Employees Act, and the U.S. Hazard Communication Standard (29 CFR 1910.1200).

5.6 SOLICITATION ON CAMPUS – 12/10/94 – revised 5/5/09; 5/20/14

As an educational institution, Richland Community College provides an environment that focuses on teaching and learning. As such, students, faculty, and staff shall be free from external solicitation and other non-college or non-employee sponsored activities.

Therefore, any solicitation on campus by non-college or non-employee sponsored organizations is not authorized. All events sponsored through the Office of Student Engagement must be approved in advance by the Vice President of Student Success. All other College-sponsored events must be approved in advance by the Vice President of Finance and Administration or designee. Such activities must be conducted according to College procedures.

The distribution of signs, handbills, and advertising related to events sponsored by the Office of Student Engagement must be approved in advance by the Vice President of Student Success.

Any other distribution of such materials must be approved in advance by the Vice President of Finance and Administration or designee. Such distribution must be consistent with the mission of the College.

All approved College or employee-sponsored solicitation must be conducted in a manner that is not disruptive to College operations. The College retains the right to determine when such activities become disruptive.

5.7 POSSESSION OF WEAPONS – 3/19/96 – revised 5/5/09' 5/20/14

Possession of weapons on the College campus, on property controlled by the College, at events sponsored by the College, or at events attended while on College business is prohibited unless the individual is a duly authorized law enforcement official/officer in the performance of his/her duty. The College may request current/valid identification of said law enforcement capacity authorizing someone to possess a weapon and reserves the right to confirm the authorization with proper authorities. While the College recognizes that persons other than law enforcement personnel may be permitted to conceal and carry specified weapons under the Illinois Firearm Concealed Carry Act (430 ILCS 66) they are still strictly prohibited on campus. All weapons must be properly stored prior to entering any campus facility vehicle or event.

If a person is determined to pose a clear and present danger to himself, herself, or to others, a law enforcement official or school administrator shall notify the Illinois Department of State Police within 24 hours of making the determination that the person poses a clear and present danger.

A weapon is defined as any instrument or device designed or likely to produce bodily harm or property damage including but not limited to a firearm, dangerous chemical, an explosive device of any description, compressed air guns, pellet guns, BB guns, knives, stun guns, or electric shock devices, metal or brass knuckles, bow and arrows, swords, slingshots or any other item modified from its original purpose to be used as a weapon. The College reserves the right to further determine the definition of a “weapon” and may prohibit other devices on an individual basis.

Legal defensive devices, such as pepper sprays, etc. will be permitted, unless used in an offensive manner.

Any exceptions to this policy must be preapproved through the President’s Office.

Individuals who are found to be in violation of this policy are subject to disciplinary actions up to and including termination of employment, expulsion from the College, and/or being barred from College property.

5.8 CONFIDENTIAL AND SENSITIVE INFORMATION – 12/15/09; revised 11/15/11

Richland Community College is committed to the protection of confidential and sensitive information assets and the resources that support these assets. The Board of Trustees authorizes and delegates to the President of the College the authority to develop Confidential and Sensitive Information Programs and Procedures that are consistent with statutory requirements and consistent with the goals of this policy. Statutory requirements include but are not limited to the Family Education Rights and Privacy Act, the Federal Trade Commission, Fair and Accurate Credit Transactions Act Red Flag Regulations, the Americans with Disabilities Act, the Fair Credit Reporting Act, the Illinois Personal Protection Information Act, the Payment Card Industry Data Security Standard, and other regulations as applicable. Richland Community College programs shall include the appointment of an Information Security Officer, risk assessments, and general employee awareness communications.

5.8.1 RESPONSIBLE USE OF INFORMATION TECHNOLOGY – 3/19/96 – revised 6/17/03; 5/5/09; 11/15/11; 5/20/14

In support of its mission and vision, Richland Community College provides access to information technology resources for students, faculty, and staff within institutional priorities and financial capabilities.

The Policy for Responsible Use of Information Technology at Richland Community College shall be adhered to by all College units as well as all individuals who operate or use the information technology resources of the College. In addition, this policy applies to use of information technology resources that are entrusted to the institution by other organizations. In case of conflict, local, state, or federal laws supersede this policy.

Access to the College's information technology facilities is a privilege, not a right, granted to College students, faculty, and staff. The College reserves the rights to extend, limit, restrict, or deny privileges and access to its information resources. Individuals other than College faculty, staff, and students may be permitted access to information technology in a manner consistent with the College's mission and vision, policy, and guidelines.

All users of the technology systems are bound by applicable local, state, and federal laws and regulations including but not limited to Red Flag Regulations, and the Payment Card Industry Data Security Standard. All people must act ethically, appropriately, and responsibly while using the College's information technology resources. All users of College information systems must respect the rights of other users, maintain the integrity of the resources, and comply with all pertinent licenses and contractual agreements.

Information technology provides important means of communication, both public and private. Users will respect the privacy of person-to-person communication in all forms including, but not limited to, voice (telephone), text (electronic mail, documents, and file transfer), image (graphics), and video (recorded and streaming). Authorized personnel are permitted to view and/or modify any electronic files, including electronic mail messages, as required by law, for any legitimate business reasons, or in the course of diagnosing and resolving system problems and maintaining information integrity.

College facilities and accounts are to be used for the activities or purposes for which they are assigned. College computing resources are not to be used for commercial purposes without written authorization from the College.

This policy provides general guidance and may be supplemented by additional regulations governing particular sub-systems of the College information technology resources. The Board charges the administration with the responsibility, and the Board delegates the administration the authority to develop appropriate guidelines, regulations, and procedures to implement the policy. The College makes no warranties of any kind, expressed or implied, for the technology services it is providing. The College will not be responsible for any actual or perceived damages suffered from the use of its information technology.

Violations of this policy shall be cause for discipline. Alleged violations of this policy shall be subject to the College's disciplinary procedures. Illegal activities by users of the College technology including but not limited to illegal downloading and file sharing are prohibited.

In accordance with Illinois law, any depiction of child pornography discovered by members of the College's information technology staff will be immediately reported to law enforcement authorities.

5.9 COPYRIGHT POLICY – 5/21/96 – revised 5/5/09; 5/20/14

It is the policy of the Board of Trustees of Richland Community College to adhere to the provisions of the Copyright Act of 1976 (17 U.S.C. Sec.101 et seq) The College recognizes and respects intellectual property rights and academic freedom. Faculty, staff, and students of Richland Community College are directed to avoid violation of any and all federal laws protecting copyright and to follow the guidelines recommending the best practices of the use of intellectual property in higher education.

Faculty, staff, and students will be made aware of the laws and guidelines through professional development opportunities and distributed materials. Faculty, staff, and students should consult the following publications for direction on permissible copying and other copyright issues: *Guidelines for Classroom Copying in Nonprofit Educational Institutions*; the *Technology, Education, and Copyright Harmonization (TEACH) Act*, the *Fair Use Guidelines for Educational Multimedia*, *The Code of Best Practices in Fair Use for Academic and Research Libraries*; and the *Digital Millennium Copyright Act of 1998*.

Individuals found to be intentionally in noncompliance with this policy may receive discipline up to and including termination or expulsion.

5.10 RETENTION AND DISPOSAL OF COLLEGE RECORDS – 9/17/96 – revised 5/5/09

College records shall be retained and disposed of as stipulated in the Illinois Local Records Act 50 ILCS 205. Such records may be disposed of (1) after their retention period is complete, (2) if all local, state, and federal audit requirements have been met, (3) if they are not needed for any pending or anticipated litigation, and (4) if they have been approved for disposition by the Local Records Commission.

5.11 ART ACQUISITION AND PLACEMENT – 8/19/97 – revised 5/5/09

The College recognizes that the display of works of art provides both aesthetic and educational benefits to the District, whether the works are part of the College's permanent collection or are intended for temporary display.

Though the College's collections and display primarily provide educational support material and promote the development of artistic talent and aesthetic awareness, the permanent collection should strive to represent Illinois art contemporary with the College buildings. Acceptance and display of art must fall within the stated mission of the College.

**5.12 STATEMENT OF NONDISCRIMINATION AND EQUAL OPPORTUNITY – 1/19/99
– revised 2/20/07; 5/5/09; 5/20/14**

Richland Community College subscribes to the principles and laws of the State of Illinois and the Federal Government pertaining to civil rights and equal opportunity, including applicable Executive Orders.

Richland Community College policy prohibits discrimination on the basis of race, color, religion, sex, marital or parental status, national origin or ancestry, age, mental and/or physical disabilities (except where they are bona fide occupational qualifications), sexual orientation, gender identity, military or veteran status, or other legally protected characteristics or conduct.

The College's nondiscrimination policy applies to the admission and retention of students, recruitment, employment, and retention of faculty and staff, and access to and treatment in the College's programs and activities.

Complaints alleging violations of this policy should be immediately reported to the Equal Employment Opportunity (EEO) Officer, as designated by the President. Complaints reported to the EEO Officer will be promptly investigated. In all cases, the investigator will make reasonable attempts to determine the facts pertinent to the complaint by interviewing the parties involved, including the alleged harasser. If the accused is a College employee who is a member of a bargaining unit, the employee may request union representation during the investigation. At the conclusion of the investigation, a written report of findings will be prepared and forwarded to the President.

No Retaliation

The College will not retaliate against any person for making a good faith complaint under this policy. Similarly, the College will not retaliate against or discipline any person (other than a person who is found to have violated this policy) who provides truthful information in connection with an investigation. Any employee of the College who retaliates against another employee or student for utilizing the procedure in this policy will be subject to discipline, up to and including termination.

If any employee believes that he or she has been retaliated against for exercising his or her rights under this policy, the employee should report such conduct immediately to the EEO Officer. Any employee who makes a complaint that he or she knows to be false will be subject to disciplinary action, up to and including termination.

5.13 ACADEMIC FREEDOM STATEMENT – 5/5/09

Academic freedom is the freedom of faculty to teach the truth in their fields without fear of reprisal. It is the student's right to hear the truth as faculty perceives it in their areas of expertise. Academic freedom implies equal consideration of all sides of a question. Therefore, academic freedom is fundamental for the protection of the rights of the faculty in teaching and of the student to freedom in learning. Along with academic freedom are duties correlative with rights. These duties include adherence to all College policies, procedures, rules, and practices.

Faculty are citizens, mentors of a learned profession, and officers of an educational institution. When they write or speak as citizens, they should be free from institutional censorship or discipline, but their special position in the community imposes special obligations. As persons of learning, they should remember that the public may judge their profession and their institution by their utterances. Hence, they should at all times be accurate. They should respect the fact that others have the right to their own opinions, and should make every effort to indicate that they are not speaking for or representing the institution when they write or speak as citizens.

5.14 NAMING OF COLLEGE FACILITIES, ASSETS OR PROGRAMS – 5/5/09, Revised 1/16/18

As a method of recognition of a significant contribution from an individual or organization to the College and its mission, certain College-owned or controlled facilities, assets or programs may be named for the individual or organization. The College President shall present recommendations for naming to the Board of Trustees for acceptance by voice vote. The Foundation Board of Directors will develop procedures to be used for naming rights. With the approval of the College President and Board of Trustees.

5.15 PUBLICATIONS AND PUBLICITY – 5/5/09

The President or designee shall be responsible for disseminating public information about the College including; coordinating all contacts with and inquiries from the news media regarding College programs, services, activities, and special events; preparing and distributing all news releases and public service announcements distributed to the news media; and arranging for all appearances on talk shows and news programs.

The preparation of all official publications of the College intended for distribution to the general public will be supervised and released under the direction of the President of the College or designee.

5.16 INTELLECTUAL PROPERTY – 9/20/11

It is the intent of Richland Community College (RCC) to foster an environment in which innovative and creative activity is encouraged for the practical benefit to the

public, while maintaining and protecting the intellectual property interests of the creator, the College, and the District. For purposes of this policy, the creator may be an author, an inventor, or a team responsible for making contributions toward the creation of intellectual property and may include faculty, staff, students, and/or community members.

The College recognizes the use of copyrights, trademarks, and patents as typical methods of intellectual property protection. Trade secrets can also be protected using nondisclosure or confidential disclosure agreements.

The College recognizes traditional scholarly works as exempted copyrightable works. These may include class notes; books and other articles; courseware; musical, dramatic, or artistic works. Ownership of exempted copyrightable works resides with the creator.

Ownership of intellectual property resides with the creator, except when *any* of the following exception conditions are met.

1. Under or subject to agreement between RCC and a third party
2. Significant directed financial support from RCC for a specific project
3. Commissioned by RCC
4. Significant RCC nonfinancial resources are required to develop the work
5. Use of RCC name, logos, or insignias for commercial use
6. Subject to contractual obligations by a third party

Absent a negotiation and prior agreement, all rights in copyrights, trademarks, patents, industrial design, and trade secrets shall reside with the creator. Should any of the exception conditions exist, absent prior agreement, the intellectual property resides with the College.

Unless agreed upon by both parties, right of use of intellectual property resides with the owner. Ownership cannot be wrested by any third party without prior agreement by the owner. In addition, in instances where applicable exception conditions are not clear, it is the responsibility of the creator to disclose and clarify ownership to the applicable Richland Vice President at the earliest possible point to avoid possible outside intellectual property claims.

In addition, the College reserves the right at any time to transfer or abandon its intellectual property rights under this policy. Any such transfer or abandonment must be in writing and signed by the President. The College also reserves the right at any time to cease its financial support for developing, protecting, or commercializing any of its intellectual property.

5.17 Official College ~~Sponsored Social Media — 9/18/12~~ Social Media Policy and Procedure

It is the policy of the Board of Trustees of Richland Community College to acknowledge that social media plays an important role in the lives of the community, students, faculty, and staff. Richland Community College will maintain official social media sites to support the College in accomplishing its mission and vision, achieving its goals and objectives, and advancing the College's Core Values.

Policy - Responsible Use of Social Media

This policy only applies to social media accounts created to represent Richland Community College, a subset of the college (such as an academic department, student club, or office), or individual communications when an employee explicitly identifies themselves as a Richland employee in a social media post. This policy does not apply to any other activities on personal social media accounts.

This policy governs the publication of and commentary on social media by employees of Richland Community College, as well as the creation and administration of social media accounts. Social media is defined as facility for online publication and commentary, including, but not limited to, blogs, wikis, commentaries, and social networking sites.

The President, or their designee, shall determine which employees & students may create or manage social media sites on behalf of the College. The President, or their designee, may take control of, delete, or shut down any social media presence that represents the college at their discretion.

Employees and students who are charged with representing the college on social media will be provided with guidelines regarding the operation of the college's social media presence by the President or their designee. Failure to follow these guidelines may result in disciplinary action.

Employees who explicitly identify themselves as Richland Community College employees in a social media post conversation are also expected to exhibit the same level of professionalism as is required when communicating in any other format. Failure to maintain professional standards may result in disciplinary action.

The College reserves the right to remove content for any reason, including but not limited to content which is defamatory, offensive, pornographic, libelous, discriminatory or otherwise inappropriate, injurious or illegal.

PROCEDURES - Responsible Use of Social Media

This procedure only applies to social media accounts created to represent Richland Community College, a subset of the college (such as an academic department, student club, or office), or individual communications when an employee explicitly identifies themselves as a Richland employee in a social media post. This procedure does not apply to any other activities on personal social media accounts.

Social media is defined as facility for online publication and commentary, including, but not limited to, blogs, wikis, commentaries, and social networking sites (such as such as Facebook, Instagram, Snapchat, TikTok, Tumblr, Reddit, Twitter, LinkedIn, or YouTube)..

Authorization of Social Media Accounts and Sites

Any social media account or site that represents Richland Community College must be approved by the Director of Marketing before it can be created.

Any person or organization that seeks authorization for a new site will be expected to articulate an appropriate purpose of the site and a reasonable plan for managing its content.

Sites sponsored by recognized student organizations in connection with specific activities must be authorized by the Director of Marketing and Vice President of Student Engagement.

Anyone wishing to create a social media presence affiliated with Richland must first obtain permission from the appropriate Dean, Department Chair or Vice President. The individual must have read the Richland Social Media Guidelines published by the Marketing Department and accept responsibility for the publication of content on that site within said guidelines. The Director of Marketing will establish the account and remain as its administrator. Access to the account will then be granted to the requesting department. In the event this arrangement is not possible or feasible with a given social media platform, the requesting department will work with Marketing for a suitable arrangement.

The Director of Marketing has full authority to take control of, delete, or shut down any social media presence does not follow this procedure & claims to represent the college.

The Director of Marketing is the final arbiter of all content & commentary posted on any social media presence that represents the college.

Appropriate Use of Social Media – Expectations

Employees & students who manage a social media presence for the college are expected to adhere to the following:

- Use good judgment about social media content, respect privacy laws and exercise discretion in posting content that could reflect negatively on users or the College. Online posts should be treated as permanent and not recallable. Any substantive error shall be

transparently corrected as soon as possible after the error has been recognized.

- Content shall not disclose confidential information concerning current or former College employees or students.
- Content shall not include proprietary information of the College.
- Representation of your personal opinions as being endorsed by the College or any of its organizations is strictly prohibited. You may not use the College name to promote anything that is inconsistent with the approved activity or the College Vision, Mission, and Core Values.
- Only whole-group posts and messages should be sent to students through social media sites. Messages to individual students must be sent from a college email account to the student's email account through the regular college email services or through the course management site.
- By posting content to any social media site, you agree that you own or otherwise control all the rights to that content, that your use of the content is protected fair use, that you will not knowingly provide misleading or false information, and that you hold the College harmless for any claims resulting from the content.
- The College has the right to remove any content for any reason, including but not limited to, content that it deems threatening, demeaning, malicious, obscene, a violation of intellectual property rights or privacy laws, harassing in nature, or otherwise injurious or illegal.
- When using or posting online material that includes direct or paraphrased quotes, thoughts, ideas, photos, or videos, always include citations. Provide a link to the original material if applicable.
- Users shall not post content on social media sites, which violates any law of the United States, State of Illinois, including but not limited to HIPAA and FERPA.
- Content on college sites shall not support or advocate for or against any political issue, cause, party or candidate.
- Administrators may contact the College's Marketing Department or at any time for consultation.

Violations of Policy

The College shall have the right to review content posted to any site maintained in the name of the College, and may remove or cause the removal of any content that violates the Board Policy, this procedure, or federal, state or local laws.

The College may block posts of users that violate Board Policy or this procedure, or restrict or deny a violator's access to College sites. College students or employees who violate Board

~~Policy or this procedure may also be subject to additional disciplinary action.~~

~~The President or designees shall be responsible for disseminating public information about the College through the use of official College sponsored social media.~~

~~Richland Community College encourages feedback and comments from our followers, which include prospective students, current students, alumni, staff and members of the community. We remain committed to maintaining these sites as a safe and family friendly forum for sharing information.~~

~~In the spirit of maintaining a positive environment to our site visitors, Richland Community College reserves the right to remove any comments or wall postings from official college sponsored pages that are inappropriate, inflammatory or damaging to Richland Community College or any individual.~~

5.18 – Liquor Control – Delivery of Alcoholic Beverages – Adopted 9/19/17

The Board of Trustees will regulate the delivery of alcoholic beverages in all College facilities.

This Policy is pursuant to Section 5/16-15 of the *Liquor Contract Act*, 235 ILCS 5/1-1 et seq.

Alcoholic liquors may be served or sold on property under the control of the Board of Trustees of the College for events that the Board of Trustees of that may determine are public events and not student-related activities.

The Board of Trustees delegates it authority and charges the President of the College to establish criteria and guideline and to review and approve an activity, event, reception, meeting, or other social or educational activity, public or private event where alcoholic beverages may be distributed, sold, given, and or consumed on College owned and controlled property.

Culinary Program - In conjunction with the Richland Community College culinary program, the Board of Trustees authorizes the delivery and sale of alcohol beverages that are included for educational purposes associated with the program and for fund raising events for the College Foundation.

5.19 – Public Safety – Adopted 11/20/18

Pursuant to the Illinois Public Community College Act Ch. 110 ILCS 805 / 3 – 42.1-2), Richland Community College authorizes the establishment and maintenance of a Public Safety Department. The Board of Trustees delegates the President to establish such other regulations as are determined to be necessary for the protection of community college students, staff, visitors, properties and interests or for the proper maintenance, operation or development of Richland Community and prescribes that fines and penalties for the violation for these regulations is established.

The enforcement of these regulations is the responsibility of the Chief of Public Safety and the members of the Campus Public Safety Department. As such, law enforcement officer members of this department shall have all of the powers of police officers in cities and sheriffs in counties, including the power to make arrests on view or on warrants for violations of State statutes and to enforce county or city ordinances in all counties that lie within the community college district, when such is required for the protection of community college personnel, students, property, or interests. Such officers shall have no power to serve and execute civil process.

As peace officers in Illinois, all laws pertaining to hiring, training, retention, service authority, and discipline of police officers, under State law, shall apply. Law enforcement officer members must complete the minimum basic training requirements of a police training school under the Illinois Police Training Act. Law enforcement officer members who have successfully completed an Illinois Law Enforcement Training and Standards Board certified firearms course shall be equipped with appropriate firearms and auxiliary weapons.

The College Public Safety Department is tasked with the enforcement of College, local, state and federal laws, ordinances and regulations. The enforcement of the regulations established under this policy, will contribute to maintaining a safe learning and working environment for all members of the College community.

5.20 - Emergency Covid19 Policy – Adopted 6/16/20

Richland Community College is committed to the safety of individuals coming to campus and will make efforts to comply with guidelines provided by the Centers for Disease Control, Illinois Department of Public Health, and Macon County Health Department that are currently in place to address the public health hazard related to Covid19 when returning to work or to receive educational services.

Richland Community College has a duty to provide an educational space that is safe and supports the welfare of students, staff, and visitors for all property owned or controlled by the College. Within the capacity of the College, efforts will be made by all staff to reduce the exposure to the hazard through the following means:

Board directs the President or designee to develop procedures for allowing individuals to enter College facilities and to communicate those procedures broadly. These procedures will be based on guidelines and best practices commonly prescribed by public health agencies with jurisdiction over Richland Community College.

Individuals are required to participate in and provide factual information pertaining to their compliance with the stated procedures and criteria as an effort to ensure an environment that reduces the Hazard.

Employees, students, and visitors will not be allowed to enter College facilities if an individual is sick or is symptomatic (with cough, shortness of breath or difficulty breathing, fever of 100.4 degrees or above, chills, muscle pain, headache, sore throat, new loss of taste or smell, or other CDC-identified symptoms of COVID-19).

All individuals on-campus are required to follow Social Distancing guidelines. Individuals that refuse to follow stated guidelines may be removed from campus.

Students that attend on-campus classes or lab classes will be required to wear appropriate Personal Protective Equipment (PPE) while participating in the activity. Students that refuse to wear PPE or follow other hazardous mitigation exposure procedures when required will be asked to leave campus immediately with no recourse.

Employees may be required to alter their work tasks, attendance, or other changes to their job-related duties in order to accommodate stated procedures that reduce exposure to the Hazard including but not limited to Social Distancing, hours of work, temperature testing, and self-reporting of their ability to meet health criteria for working on-campus.

Employees that are furloughed or quarantined due to Covid19 related actions will continue to receive College provided benefits as if they were currently working.

Pay for quarantined staff will be determined on a case-by-case basis depending on the individual's ability to perform their duties and/or any earned paid time off.

Employees refusing to return to work due to their individual health risk associated with Covid19 are required to provide documentation from their doctor substantiating the health risk to the Director of Human Resources. The Director and the employee's supervisor will determine if the employee can perform their Essential Functions without physically being on-campus or through other accommodations. Employees that fail to provide appropriate documentation to the Director and do not return to work may be disciplined up to and including termination.

This policy will be sunset and become void upon the Governor of the State of Illinois designating that the State has reached Phase 5 of his Recovery Plan Dated May 5, 2020.

To: Dr. Cris Valdez and Board of Trustees
Cc: Joe Feinstein
From: Joy Harvey
Date: 10/7/2020
Re: Technical Services COVID Technology Purchase

The Technical Services Department is seeking to purchase laptop computers to supplement & replenish the college's stock of equipment of classroom laptops that have been loaned to students as part of our COVID-19 response. These laptops will allow the College to continue to provide technology to students in need during the Spring 2020 semester, and ensure that the college's classrooms are adequately stocked with technology when we begin to resume in-person instruction. Specifically, we are seeking to purchase:

57 - HP 250-G7 Laptops

Funding for this purchase has been approved through Richland Community College's federal GEER grant allocation.

After determining the software and hardware requirements and receiving quotes from multiple vendors, the department's staff have determined that it is in the College's best interest to purchase these items via the Illinois Public Higher Education Cooperative's statewide technology purchasing contract. The Cooperative's primary vendor for computing hardware & audiovisual equipment of this nature is CDW-Government.

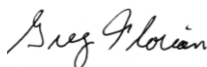
Based on vendor responses received, **we recommend that the purchase of this computer equipment be made from CDW-G of Vernon Hills, IL, in the amount of \$29,815.56.**



MEMORANDUM

FINANCE AND ADMINISTRATION

To: Board of Trustees
Dr. Cris Valdez

From: Greg Florian 

Date: October 13, 2020

Re: RAMP FY2022

The ICCB has changed its process for requesting funding for capital projects beginning with the FY21 request. The process has changed how projects are prioritized as well as how they are to be submitted. Colleges will provide the ICCB with a summarized version of the project rather than all the detail that was previously required to be submitted.

This year's request will include two major projects. The first project is Phase II of the Master Plan. This will include renovations to the first floor Center Core, Learning Resource Center (LRC), Café, and faculty offices. If funded, this would complete the major renovations identified in the Master Plan. The second project would provide funding for a separate educational space for the Agriculture Program.

The scope of the Master Plan Phase II continues the student centric concept for enhancing the student experience on campus. The revitalized Center Core becomes a student commons area where students can have space to engage with other students and staff in a modernized Café and Coffee House or can work with study groups in a quiet space adjacent to the LRC. With students' needs for access to more resources on-line, the LRC will be designed for the 21st century to support the virtual learning environment. First floor faculty office space will be reconfigured allowing faculty to have a common area adjacent to their offices that will enhance collaboration among faculty and provide students with easy access to their professors. Access to the new courtyard on the southwest quad will be open, creating an atmosphere that enhances the student's on-campus experience.

This project will renovate approximately 40,600 square feet at an estimated cost of \$14,900,000. A local match of \$3.7 million would be required for this project.

Richland has committed to substantially improving its Agriculture program for the past two years. A continuing need for the appropriate instructional space for this program will include classrooms and labs that adequately support Ag instruction. Currently classroom space for this program is in one building with space shared for labs in the Maintenance Building. Equipment storage is at a premium often with some equipment left outside due

to space restrictions. New space for this program would include classrooms, laboratories, offices, and demonstration space. Storage for large farm equipment is needed. The facility should also support certain types of livestock space.

This project will construct approximately 23,000 new square feet at an estimated cost of \$8,300,000. A local match of \$2.1 million would be required for this project.

It is recommended that the Board of Trustees approve the Fiscal Year 2022 RAMP projects and authorize the Administration to submit the projects to the Illinois Community College Board.

TO: Board of Trustees

FROM: Cris Valdez 

DATE: October 20, 2020

SUBJECT: Financial Report

Mr. Chairman, members of the Board, attached are the Treasurer's Report, Financial Statement and the bills and Travel Expenditures for Ratification.

Greg Florian will be available to explain the Treasurer's Report and Financial Statement and to answer any questions regarding the bills.

Therefore, it is recommended that the Board of Trustees ratify the September 2020 bills, and travel expenditures paid and approve the Financial Statement to be filed for audit.

Thank you.

Treasurer's Report

September 30, 2020

Fund	Balance 09/01/20	Receipts for Month	Disbursements for Month	Balance 09/30/20	Int. Bearing Accounts	Separate Inv. Instruments
Education Fund	12,465,767.02	5,148,650.39	(5,339,220.85)	12,275,196.56	12,025,196.56	250,000.00
Oper & Maint Restricted	16,551,744.68	50,000.00	.00	16,601,744.68	16,601,744.68	.00
Bond & Interest Fund	67,200.99	900,000.00	.00	967,200.99	967,200.99	.00
Auxiliary Enterprises	942,266.15	3,824.52	(59.48)	946,031.19	946,031.19	.00
Restricted Purposes Fund	691,618.30	51,440.68	.00	743,058.98	444,262.27	298,796.71
Working Cash Fund	8,362,890.49	142.04	.00	8,363,032.53	8,006,647.77	356,384.76
Trust & Agency Fund	350,857.85	3,560.27	(.02)	354,418.10	354,418.10	.00
Audit Fund	76,914.79	15,000.00	.00	91,914.79	91,914.79	.00
Liability & Protection	2,279,443.12	850,000.00	.00	3,129,443.12	3,029,443.12	100,000.00
Totals	41,788,703.39	7,022,617.90	(5,339,280.35)	43,472,040.94	42,466,859.47	1,005,181.47

Separate Investment Instruments

Fund	Amount	Instrument	Rate	Maturity	Term/Months
EDUCATION FUND	\$6,575,880.	IL Funds	0.13		0.0
EDUCATION FUND	\$250,000.00	CD-First Mid	0.20	1/30/2021	12.0
RESTRICTED-MASTER PLAN	\$14,982,118	PMA	0.98		0.0
RESTR-EQUIP REPLACEMENT	\$300,000.00	CD-HPB	0.40	8/10/2020	12.0
WORKING CASH FUND	\$1,036,301.	PMA	0.98		0.0
WORKING CASH FUND	\$121,432.61	CD-Regns	0.05	11/8/2020	7.0
WORKING CASH FUND	\$110,000.00	CD-HPB	0.15	8/23/2021	12.0
WORKING CASH FUND	\$124,952.15	CD-Regns	1.34	10/21/2021	13.0
LPS FUND	\$100,000.00	CD-Busey	0.10	9/27/2020	6.0

Revenues & Expenses by Fund

	Actual 9/30/2020	Budget 2021	%	Actual 9/30/2019	Prior Year To Date
Fund 01-Education Fund					
Revenue	\$8,886,342.77	\$15,414,746.00	57.65	\$8,557,477.07	\$15,346,123.40
Transfers	(\$36,894.00)	(\$51,308.00)	71.91	\$0.00	(\$627,038.24)
Expenses	(\$3,498,880.04)	(\$14,496,655.57)	24.14	(\$3,185,057.83)	(\$13,304,121.64)
	\$5,350,568.73	\$866,782.43		\$5,372,419.24	\$1,414,963.52
Fund 02-Operations & Maintenance					
Revenue	\$1,077,583.43	\$1,992,550.00	54.08	\$1,075,054.21	\$2,748,094.19
Transfers	\$0.00	\$0.00	0	\$0.00	(\$1,000,000.00)
Expenses	(\$332,633.30)	(\$1,992,550.00)	16.69	(\$333,300.48)	(\$1,765,868.89)
	\$744,950.13	\$0.00		\$741,753.73	(\$17,774.70)
Fund 03-Oper & Maint Restricted					
Revenue	\$271,276.84	\$9,419,223.00	2.88	\$315,260.22	\$16,753,409.37
Transfers	\$0.00	\$0.00	0	\$0.00	(\$30,730.49)
Expenses	(\$207,462.95)	(\$9,419,223.00)	2.2	(\$185,979.04)	(\$1,131,792.09)
	\$63,813.89	\$0.00		\$129,281.18	\$15,590,886.79
Fund 04-Bond & Interest Fund					
Revenue	\$1,367,358.41	\$2,873,015.00	47.59	\$1,803,981.63	\$2,847,380.72
Expenses	(\$968,536.25)	(\$2,873,015.00)	33.71	(\$974,596.25)	(\$2,868,862.50)
	\$398,822.16	\$0.00		\$829,385.38	(\$21,481.78)
Fund 05-Auxiliary Enterprises					
Revenue	\$208,841.17	\$1,608,932.00	12.98	\$396,403.08	\$1,560,314.52
Transfers	\$0.00	\$0.00	0	\$0.00	(\$112,236.00)
Expenses	(\$265,992.74)	(\$1,608,932.00)	16.53	(\$395,864.57)	(\$1,444,260.31)
	(\$57,151.57)	\$0.00		\$538.51	\$3,818.21
Fund 06-Restricted Purposes Fund					
Revenue	\$2,336,379.36	\$10,809,391.18	21.61	\$2,370,826.23	\$10,480,040.60
Transfers	\$0.00	\$0.00	0	\$0.00	(\$12,197.94)
Expenses	(\$3,126,829.86)	(\$10,809,391.18)	28.93	(\$3,239,835.68)	(\$10,411,947.31)
	(\$790,450.50)	\$0.00		(\$869,009.45)	\$55,895.35
Fund 07-Working Cash Fund					
Revenue	\$8,995.65	\$130,000.00	6.92	\$37,629.77	\$130,817.59
Transfers	\$0.00	(\$130,000.00)	0	\$0.00	(\$130,817.59)
	\$8,995.65	\$0.00		\$37,629.77	\$0.00
Fund 10-Trust & Agency Fund					
Revenue	\$37,292.96	\$73,425.00	50.79	\$33,901.11	\$72,469.67
Transfers	\$0.00	\$0.00	0	\$0.00	(\$1,400.00)
Expenses	(\$7,750.28)	(\$73,425.00)	10.56	(\$27,572.27)	(\$70,782.95)
	\$29,542.68	\$0.00		\$6,328.84	\$286.72
Fund 11-Audit Fund					
Revenue	\$32,956.48	\$67,446.00	48.86	\$43,922.26	\$66,982.31
Expenses	(\$25,715.58)	(\$55,860.00)	46.04	(\$20,614.65)	(\$54,736.47)
	\$7,240.90	\$11,586.00		\$23,307.61	\$12,245.84
Fund 12-Liability & Protection					
Revenue	\$1,040,248.57	\$2,134,428.00	48.74	\$1,284,863.34	\$1,973,438.94
Expenses	(\$424,629.59)	(\$1,647,082.00)	25.78	(\$411,647.63)	(\$1,487,421.54)
	\$615,618.98	\$487,346.00		\$873,215.71	\$486,017.40
Total	\$6,371,951.05	\$1,365,714.43		\$7,144,850.52	\$17,524,857.35

Operating Funds Revenue

	Actual Revenue YTD 9/30/2020	Budget 2021	%	Actual Revenue YTD 9/30/2019	Prior Year Revenue 6/30/2020
Investment Revenue					
Investment Revenue	\$2,307.12	\$61,000.00	3.78	\$37,228.73	\$121,961.51
	<u>\$2,307.12</u>	<u>\$61,000.00</u>	3.78	<u>\$37,228.73</u>	<u>\$121,961.51</u>
Local Government Sources					
Current Taxes	\$5,357,382.94	\$7,547,179.00	70.99	\$4,835,771.22	\$7,317,449.15
Interest on Taxes	\$0.95	\$7,000.00	0.01	\$50.72	\$12,002.76
	<u>\$5,357,383.89</u>	<u>\$7,554,179.00</u>	70.92	<u>\$4,835,821.94</u>	<u>\$7,329,451.91</u>
Other Revenue					
Facility Rental	\$90,044.10	\$252,455.00	35.67	\$90,114.10	\$253,698.72
Other Revenue	\$7,937.78	\$526,094.00	1.51	\$69,553.92	\$702,554.76
Transfer In	\$0.00	\$130,000.00	0	\$0.00	\$143,015.53
	<u>\$97,981.88</u>	<u>\$908,549.00</u>	10.78	<u>\$159,668.02</u>	<u>\$1,099,269.01</u>
State Government Sources					
ICCB CTE Formula Grant	\$0.00	\$230,000.00	0	\$0.00	\$226,300.00
ICCB Credit Hour Grants	\$405,696.25	\$1,655,043.00	24.51	\$489,975.00	\$1,719,323.00
ICCB Equalization Grant	\$12,500.00	\$50,000.00	25	\$12,500.01	\$50,000.04
Replacement Taxes	\$114,932.56	\$325,000.00	35.36	\$8,227.58	\$466,013.62
	<u>\$533,128.81</u>	<u>\$2,260,043.00</u>	23.59	<u>\$510,702.59</u>	<u>\$2,461,636.66</u>
Student Tuition & Fees					
Tuition-Cohort Contract	\$0.00	\$52,125.00	0	\$0.00	\$51,765.00
Tuition-Credit	\$3,554,627.50	\$5,891,329.00	60.34	\$3,613,747.00	\$6,199,430.00
Various Fees	\$418,497.00	\$680,071.00	61.54	\$475,363.00	\$830,703.50
	<u>\$3,973,124.50</u>	<u>\$6,623,525.00</u>	59.99	<u>\$4,089,110.00</u>	<u>\$7,081,898.50</u>
Total Revenue	\$9,963,926.20	\$17,407,296.00	57.24	\$9,632,531.28	\$18,094,217.59

Operating Funds Expenses

	Actual Expenses YTD 9/30/2020	Budget 2021	%	Actual Expenses YTD 9/30/2019	Prior Year Expenses 6/30/2020
Salaries					
Academic Support-PT	\$14,361.76	\$38,226.00	37.57	\$32,149.28	\$83,172.88
Administrative Staff Sal	\$419,755.31	\$1,852,844.00	22.65	\$388,299.80	\$1,769,062.97
Car Allowance	\$2,076.96	\$9,000.00	23.08	\$2,076.96	\$9,000.16
Classified-Temporary	\$5,029.28	\$500.00	1005.8	\$8,280.50	\$19,957.00
Clinical Risk Stipends	\$7,500.16	\$33,725.00	22.24	\$6,806.82	\$32,740.86
Custodial, Maint Stf Sal	\$29,508.30	\$128,210.00	23.02	\$23,928.73	\$115,685.62
Custodial, Maint-Temp	\$0.00	\$5,000.00	0	\$6,625.50	\$8,403.00
F/T Classified Salary	\$200,531.16	\$864,522.00	23.2	\$163,352.66	\$817,127.54
F/T Faculty Salary	\$893,639.17	\$3,894,862.00	22.94	\$525,669.70	\$3,936,019.89
F/T Faculty-Summer Sal	\$258,949.19	\$263,340.00	98.33	\$234,646.35	\$234,646.35
Faculty Curriculum Dev	\$0.00	\$0.00	0	\$1,014.00	\$1,014.00
Faculty Tutors Salary	\$2,865.88	\$28,000.00	10.24	\$3,698.07	\$33,254.47
Independent Study Salary	\$0.00	\$9,545.00	0	\$5,310.00	\$12,990.00
Interpreter Salary	\$0.00	\$20,000.00	0	\$1,895.04	\$10,664.60
LabFacilitators	\$901.33	\$18,242.00	4.94	\$2,349.07	\$13,788.42
Overload Salary	\$89,877.64	\$622,819.00	14.43	\$78,698.26	\$546,654.05
Overtime Wages	\$2,513.72	\$13,777.00	18.25	\$5,059.80	\$13,548.46
P/T Classified Salary	\$5,429.65	\$11,590.00	46.85	\$1,287.48	\$8,268.11
P/T Faculty Salary	\$96,545.63	\$789,855.60	12.22	\$126,800.46	\$689,789.79
P/T Faculty-Summer Sal	\$60,505.64	\$56,788.00	106.55	\$84,346.93	\$87,545.88
Professional/Tech Salary	\$260,036.19	\$1,272,920.00	20.43	\$228,397.22	\$1,128,778.40
Professional/Tech-PT	\$6,031.68	\$12,100.00	49.85	\$8,434.85	\$14,298.34
Stipend	\$0.00	\$0.00	0	\$300.00	\$300.00
Student Workers Salary	\$2,927.50	\$63,350.00	4.62	\$6,032.86	\$41,565.58
Subs Instructors Salary	\$2,410.35	\$8,480.00	28.42	\$976.04	\$18,603.53
Supervisory Staff Salary	\$52,310.25	\$227,130.00	23.03	\$49,175.93	\$232,572.12
Test Proctor Salary	\$7,698.65	\$25,000.00	30.79	\$6,488.73	\$30,562.46
	\$2,421,405.40	\$10,269,825.60	23.58	\$2,002,101.04	\$9,910,014.48
Employee Benefits					
EmployeeBenefitsTotal	(\$1,810.38)	\$18,500.00	-9.79	\$1,208.01	\$16,099.07
FICA-Social Security	\$112.78	\$0.00	0	\$0.09	\$0.00
Grants Share of SURS	\$4,570.76	\$0.00	0	\$0.00	\$1,672.40
Group Dental Ins	\$15,928.22	\$70,555.00	22.58	\$12,800.23	\$60,314.45
Group LTD Ins	\$4,251.68	\$20,001.00	21.26	\$4,071.87	\$17,582.21
Group Life Ins	\$9,604.10	\$22,300.00	43.07	\$9,363.16	\$27,252.95
Group Medical Ins	\$438,007.04	\$1,948,385.00	22.48	\$387,330.81	\$1,727,101.06
Medicare	\$0.00	\$0.00	0	(\$17.31)	\$26.78
SURS-RetireeHealthContri	\$10,900.34	\$41,457.00	26.29	\$10,352.45	\$52,491.28
Staff/Family Waivers	\$0.00	\$35,000.00	0	\$9,258.00	\$45,879.17
	\$481,564.54	\$2,156,198.00	22.33	\$434,367.31	\$1,948,419.37
Contractual Services					
Accreditation Fees	\$5,175.00	\$26,570.00	19.48	\$5,965.00	\$20,060.00
Admin Computer-Maint	\$266,938.54	\$346,101.00	77.13	\$300,419.00	\$312,466.45
Building Repair/Maint	\$12,841.00	\$122,000.00	10.53	\$9,419.89	\$88,484.95
Consultants/Workshops	\$0.00	\$4,000.00	0	\$2,000.00	\$2,300.00
Contractual-Other	\$13,533.01	\$217,893.00	6.21	\$11,066.57	\$52,121.67
Contractual-Tutoring	\$0.00	\$10,730.00	0	\$0.00	\$0.00
Custodial Services	\$61,200.00	\$442,000.00	13.85	\$66,297.60	\$396,950.64
Diversity Initiatives	\$0.00	\$15,000.00	0	\$0.00	\$0.00
Employee Awards	\$0.00	\$800.00	0	\$0.00	\$319.00
Employee Recognition EAT	\$1,023.80	\$2,500.00	40.95	\$511.25	\$1,882.68
Equip Repair/Maint Agree	\$23,640.01	\$109,075.00	21.67	\$12,501.53	\$91,899.17
Faculty Development	\$0.00	\$2,300.00	0	\$0.00	\$0.00
Grounds Maintenance	\$939.99	\$18,500.00	5.08	\$8,473.60	\$15,446.98
Legal Services-Admin	\$0.00	\$40,000.00	0	\$840.00	\$19,182.00
Meals	\$0.00	\$3,000.00	0	\$379.84	\$1,220.03
Pest Control	\$1,280.94	\$12,450.00	10.29	\$1,742.50	\$9,087.62
Professional Fees	\$5,925.59	\$7,700.00	76.96	\$5,702.86	\$7,678.06
Recruitment	\$0.00	\$6,000.00	0	\$456.26	\$456.26
Royalties	\$0.00	\$350.00	0	\$0.00	\$0.00
Staff/Faculty Developmen	\$10,179.00	\$21,784.00	46.73	\$10,345.19	\$26,865.22

Operating Funds Expenses

	Actual Expenses YTD 9/30/2020	Budget 2021	%	Actual Expenses YTD 9/30/2019	Prior Year Expenses 6/30/2020
Contractual Services					
Student Awards	\$0.00	\$375.00	0	\$0.00	\$275.00
Student Development	\$0.00	\$1,925.00	0	\$8.98	\$430.47
Telephone Maint Agree	\$1,283.04	\$2,200.00	58.32	\$6,235.80	\$15,827.06
Wellness Program	\$0.00	\$7,500.00	0	\$0.00	\$0.00
	<u>\$403,959.92</u>	<u>\$1,420,753.00</u>	28.43	<u>\$442,365.87</u>	<u>\$1,062,953.26</u>
Materials & Supplies					
Advertising	\$5,374.00	\$87,400.00	6.15	\$18,822.93	\$95,184.20
Audio Visual Materials	\$0.00	\$3,000.00	0	\$0.00	\$100.44
Books-Library Collection	\$766.62	\$4,800.00	15.97	\$1,426.24	\$8,901.16
Computer Software	\$108,351.87	\$151,124.00	71.7	\$113,803.42	\$195,318.17
Digital Print/Curric Spt	\$37,619.20	\$54,584.00	68.92	\$39,615.89	\$52,574.91
Event Expense	\$536.18	\$4,430.00	12.1	\$294.41	\$2,548.07
Graphic Supplies	\$64.99	\$3,500.00	1.86	\$229.66	\$3,104.51
Instructional Supplies	\$27,816.74	\$134,010.00	20.76	\$22,602.37	\$84,370.50
Laundry/Linen Supplies	\$264.45	\$725.00	36.48	\$91.14	\$318.82
Maintenance Supplies	\$13,775.41	\$110,350.00	12.48	\$15,586.56	\$84,112.66
Materials	\$5,530.57	\$71,928.64	7.69	\$13,484.31	\$63,753.60
Non Consumable Supplies	\$2,371.80	\$12,850.00	18.46	\$0.00	\$9,696.37
Office Supplies	\$2,153.17	\$16,378.10	13.15	\$4,264.61	\$14,608.68
Postage	\$1,758.49	\$16,000.00	10.99	\$1,632.16	\$13,348.72
Printing	\$1,654.32	\$22,963.00	7.2	\$7,738.42	\$21,656.26
Publications & Dues	\$49,086.74	\$106,390.90	46.14	\$44,201.38	\$79,950.95
Reference Materials	\$0.00	\$335.00	0	\$4,254.00	\$4,254.00
Specialities	\$420.00	\$1,500.00	28	\$0.00	\$728.67
Transcripts	\$0.00	\$16,000.00	0	\$0.00	\$14,551.40
Uniforms	\$801.00	\$3,900.00	20.54	\$472.06	\$3,310.06
Vehicle Expense	\$2,034.66	\$20,000.00	10.17	(\$278.16)	\$14,735.45
Wind Turbine Maintenance	\$500.00	\$10,250.00	4.88	\$0.00	\$12,944.21
	<u>\$260,880.21</u>	<u>\$852,418.64</u>	30.6	<u>\$288,241.40</u>	<u>\$780,071.81</u>
Conference & Meeting Exp					
Community Relations/Spon	\$0.00	\$5,000.00	0	\$1,000.00	\$6,500.00
Meeting Expense	\$434.06	\$14,370.00	3.02	\$3,374.23	\$13,183.26
Registration Fees	\$2,605.00	\$51,285.00	5.08	\$16,662.00	\$34,017.99
Relocation	\$0.00	\$5,000.00	0	\$0.00	\$2,759.39
Travel-In State	\$417.23	\$16,967.00	2.46	\$1,794.72	\$13,621.21
Travel-In State Mileage	\$101.20	\$10,588.33	0.96	\$1,126.94	\$7,637.99
Travel-Out of State	\$0.00	\$64,264.00	0	\$21,366.83	\$59,529.93
	<u>\$3,557.49</u>	<u>\$167,474.33</u>	2.12	<u>\$45,324.72</u>	<u>\$137,249.77</u>
Fixed Charges					
Credit Card Fees	\$9,069.97	\$27,000.00	33.59	\$8,246.98	\$25,873.74
Equipment Rental	\$0.00	\$200.00	0	\$0.00	\$75.79
Facility Rental	\$20,157.00	\$80,640.00	25	\$20,157.00	\$80,628.00
Graduation Expense	\$131.21	\$20,000.00	0.66	\$152.25	\$15,004.69
Install Pymt Lease/Purch	\$12,905.78	\$37,400.00	34.51	\$27,164.72	\$75,083.79
Interest Expense	\$0.00	\$1,000.00	0	\$0.00	\$4,530.30
Property Taxes	\$1,369.57	\$18,800.00	7.28	\$17,344.72	\$18,714.29
	<u>\$43,633.53</u>	<u>\$185,040.00</u>	23.58	<u>\$73,065.67</u>	<u>\$219,910.60</u>
Utilities					
Electricity and Nat Gas	\$66,967.79	\$356,300.00	18.8	\$83,168.53	\$404,828.52
Internet	\$1,258.00	\$17,390.00	7.23	\$2,200.00	\$15,399.28
Propane	\$159.28	\$1,500.00	10.62	\$0.00	\$0.00
Refuse Disposal	\$426.49	\$24,705.00	1.73	\$3,952.35	\$23,162.86
Telephone	\$28,074.44	\$43,340.00	64.78	\$7,087.97	\$75,314.62
Water, Sewage	\$7,601.10	\$39,750.00	19.12	\$8,067.13	\$41,190.34
	<u>\$104,487.10</u>	<u>\$482,985.00</u>	21.63	<u>\$104,475.98</u>	<u>\$559,895.62</u>
Capital Outlay					
Equipment-Instructional	\$0.00	\$353,790.00	0	\$0.00	\$0.00
Equipment-Service	\$0.00	\$88,574.00	0	\$0.00	\$5,000.00
	<u>\$0.00</u>	<u>\$442,364.00</u>	0	<u>\$0.00</u>	<u>\$5,000.00</u>
Tuition Adjustments					
Illinois Veterans Grants	\$0.00	\$15,000.00	0	\$0.00	\$0.00

Operating Funds Expenses

	Actual Expenses YTD 9/30/2020	Budget 2021	%	Actual Expenses YTD 9/30/2019	Prior Year Expenses 6/30/2020
Tuition Adjustments					
Tuition Waiver	\$7,686.00	\$10,000.00	76.86	\$2,174.00	\$4,566.00
Unfunded ING/MIA/POW	\$0.00	\$25,000.00	0	\$0.00	\$12,382.00
Write-Off	\$53,788.90	\$240,000.00	22.41	\$56,076.53	\$211,036.16
	<u>\$61,474.90</u>	<u>\$290,000.00</u>	21.2	<u>\$58,250.53</u>	<u>\$227,984.16</u>
Other Expense					
Bank Service Charges	\$1,168.24	\$3,000.00	38.94	\$664.01	\$3,621.18
Contributions	\$36,894.00	\$153,464.00	24.04	\$57,854.00	\$160,154.00
Expense-Other	\$479.91	\$3,500.00	13.71	\$87.04	\$13,911.60
	<u>\$38,542.15</u>	<u>\$159,964.00</u>	24.09	<u>\$58,605.05</u>	<u>\$177,686.78</u>
Transfers					
Transfer Out	\$36,894.00	\$51,308.00	71.91	\$0.00	\$627,038.24
	<u>\$36,894.00</u>	<u>\$51,308.00</u>	71.91	<u>\$0.00</u>	<u>\$627,038.24</u>
Total Expenses	\$3,856,399.24	\$16,478,330.57	23.4	\$3,506,797.57	\$15,656,224.09

Revenues by Fund

	Actual Revenue YTD 9/30/2020	Budget 2021	%	Actual Revenue YTD 9/30/2019	Prior Year Revenue 6/30/2020
Fund 01-Education Fund					
Local Government Sources					
Current Taxes	\$4,676,994.36	\$6,588,503.00	70.99	\$4,222,219.64	\$6,389,166.78
Interest on Taxes	\$0.91	\$6,000.00	0.02	\$44.28	\$10,483.92
	<u>\$4,676,995.27</u>	<u>\$6,594,503.00</u>	70.92	<u>\$4,222,263.92</u>	<u>\$6,399,650.70</u>
State Government Sources					
ICCB CTE Formula Grant	\$0.00	\$230,000.00	0	\$0.00	\$226,300.00
ICCB Credit Hour Grants	\$405,696.25	\$1,593,043.00	25.47	\$489,975.00	\$954,323.00
ICCB Equalization Grant	\$12,500.00	\$50,000.00	25	\$12,500.01	\$50,000.04
Replacement Taxes	\$114,932.56	\$325,000.00	35.36	\$8,227.58	\$466,013.62
	<u>\$533,128.81</u>	<u>\$2,198,043.00</u>	24.25	<u>\$510,702.59</u>	<u>\$1,696,636.66</u>
Student Tuition & Fees					
Tuition-Cohort Contract	\$0.00	\$52,125.00	0	\$0.00	\$51,765.00
Tuition-Credit	\$3,296,983.79	\$5,465,753.00	60.32	\$3,318,322.53	\$5,691,196.47
Various Fees	\$369,305.00	\$606,562.00	60.88	\$436,793.00	\$753,933.50
	<u>\$3,666,288.79</u>	<u>\$6,124,440.00</u>	59.86	<u>\$3,755,115.53</u>	<u>\$6,496,894.97</u>
Investment Revenue					
Investment Revenue	\$2,307.12	\$61,000.00	3.78	\$37,228.73	\$121,961.51
	<u>\$2,307.12</u>	<u>\$61,000.00</u>	3.78	<u>\$37,228.73</u>	<u>\$121,961.51</u>
Other Revenue					
Other Revenue	\$7,622.78	\$306,760.00	2.48	\$32,166.30	\$487,964.03
Transfer In	\$0.00	\$130,000.00	0	\$0.00	\$143,015.53
	<u>\$7,622.78</u>	<u>\$436,760.00</u>	1.75	<u>\$32,166.30</u>	<u>\$630,979.56</u>
Total Revenue Fund 01	\$8,886,342.77	\$15,414,746.00	57.65	\$8,557,477.07	\$15,346,123.40
Fund 02-Operations & Maintenance					
Local Government Sources					
Current Taxes	\$680,388.58	\$958,676.00	70.97	\$613,551.58	\$928,282.37
Interest on Taxes	\$0.04	\$1,000.00	0	\$6.44	\$1,518.84
	<u>\$680,388.62</u>	<u>\$959,676.00</u>	70.9	<u>\$613,558.02</u>	<u>\$929,801.21</u>
State Government Sources					
ICCB Credit Hour Grants	\$0.00	\$62,000.00	0	\$0.00	\$765,000.00
	<u>\$0.00</u>	<u>\$62,000.00</u>	0	<u>\$0.00</u>	<u>\$765,000.00</u>
Student Tuition & Fees					
Tuition-Credit	\$257,643.71	\$425,576.00	60.54	\$295,424.47	\$508,233.53
Various Fees	\$49,192.00	\$73,509.00	66.92	\$38,570.00	\$76,770.00
	<u>\$306,835.71</u>	<u>\$499,085.00</u>	61.48	<u>\$333,994.47</u>	<u>\$585,003.53</u>
Other Revenue					
Facility Rental	\$90,044.10	\$252,455.00	35.67	\$90,114.10	\$253,698.72
Other Revenue	\$315.00	\$219,334.00	0.14	\$37,387.62	\$214,590.73
	<u>\$90,359.10</u>	<u>\$471,789.00</u>	19.15	<u>\$127,501.72</u>	<u>\$468,289.45</u>
Total Revenue Fund 02	\$1,077,583.43	\$1,992,550.00	54.08	\$1,075,054.21	\$2,748,094.19
Fund 03-Oper & Maint Restricted					
Local Government Sources					
Bond Proceeds	\$0.00	\$0.00	0	\$0.00	\$15,142,750.00

Revenues by Fund

	Actual Revenue YTD 9/30/2020	Budget 2021	%	Actual Revenue YTD 9/30/2019	Prior Year Revenue 6/30/2020
Fund 03-Oper & Maint Restricted					
Local Government Sources					
Current Taxes	\$269,730.28	\$381,914.00	70.63	\$312,396.09	\$472,196.46
Interest on Taxes	\$0.03	\$500.00	0.01	\$3.32	\$771.61
	<u>\$269,730.31</u>	<u>\$382,414.00</u>	70.53	<u>\$312,399.41</u>	<u>\$15,615,718.07</u>
Investment Revenue					
Int on Cash/IL Funds Acc	\$1,546.53	\$20,000.00	7.73	\$2,860.81	\$21,754.70
	<u>\$1,546.53</u>	<u>\$20,000.00</u>	7.73	<u>\$2,860.81</u>	<u>\$21,754.70</u>
Other Revenue					
FundBalanceAppropriation	\$0.00	\$8,157,155.00	0	\$0.00	\$0.00
Revenue-Misc/OtherSource	\$0.00	\$859,654.00	0	\$0.00	\$85,206.11
Transfer In	\$0.00	\$0.00	0	\$0.00	\$1,030,730.49
	<u>\$0.00</u>	<u>\$9,016,809.00</u>	0	<u>\$0.00</u>	<u>\$1,115,936.60</u>
Total Revenue Fund 03	\$271,276.84	\$9,419,223.00	2.88	\$315,260.22	\$16,753,409.37
Fund 04-Bond & Interest Fund					
Local Government Sources					
Bond Proceeds	\$0.00	\$0.00	0	\$0.00	\$100,204.75
Current Taxes	\$1,367,341.68	\$2,771,545.00	49.33	\$1,802,280.57	\$2,729,782.44
Interest on Taxes	\$0.11	\$1,500.00	0.01	\$19.11	\$4,477.80
	<u>\$1,367,341.79</u>	<u>\$2,773,045.00</u>	49.31	<u>\$1,802,299.68</u>	<u>\$2,834,464.99</u>
Investment Revenue					
Int on Cash/IL Funds Acc	\$16.62	\$3,000.00	0.55	\$1,681.95	\$12,915.73
	<u>\$16.62</u>	<u>\$3,000.00</u>	0.55	<u>\$1,681.95</u>	<u>\$12,915.73</u>
Other Revenue					
FundBalanceAppropriation	\$0.00	\$96,970.00	0	\$0.00	\$0.00
	<u>\$0.00</u>	<u>\$96,970.00</u>	0	<u>\$0.00</u>	<u>\$0.00</u>
Total Revenue Fund 04	\$1,367,358.41	\$2,873,015.00	47.59	\$1,803,981.63	\$2,847,380.72
Fund 05-Auxiliary Enterprises					
Customized Training					
CPED Contract Revenue	\$6,111.27	\$36,000.00	16.98	\$12,654.54	\$40,252.96
CPED Credit Revenue	\$58,574.00	\$340,000.00	17.23	\$115,455.00	\$288,045.70
CPED Expense Billed	\$6,100.82	\$48,000.00	12.71	\$0.00	\$0.00
CPED Non-Credit Revenue	\$16,415.60	\$111,628.00	14.71	\$50,633.57	\$106,020.96
Fitness Ctr Contracual	\$1,000.00	\$0.00	0	\$0.00	\$52.50
	<u>\$88,201.69</u>	<u>\$535,628.00</u>	16.47	<u>\$178,743.11</u>	<u>\$434,372.12</u>
Student Tuition & Fees					
Fitness Membership Fees	\$1,505.00	\$61,132.00	2.46	\$30,312.00	\$63,523.58
Fitness Tuition	\$1,390.00	\$6,800.00	20.44	\$3,672.00	\$6,528.00
Tuition-Cohort Contract	(\$6,320.00)	\$20,871.00	-30.28	\$0.00	\$32,500.00
	<u>(\$3,425.00)</u>	<u>\$88,803.00</u>	-3.86	<u>\$33,984.00</u>	<u>\$102,551.58</u>
Auxiliary Enterprises					
Airline Catering	\$460.00	\$500.00	92	\$84.00	\$275.00
Catering Revenue	\$49,875.51	\$620,000.00	8.04	\$92,421.51	\$329,028.87
Sales Revenue	\$30,236.90	\$250,820.00	12.06	\$66,343.38	\$219,224.86
Special Event Revenue	\$350.00	\$27,000.00	1.3	\$1,620.00	\$21,598.20

Revenues by Fund

	Actual Revenue YTD 9/30/2020	Budget 2021	%	Actual Revenue YTD 9/30/2019	Prior Year Revenue 6/30/2020
Fund 05-Auxiliary Enterprises					
Auxiliary Enterprises					
Vending Service Revenue	\$0.00	\$0.00	0	\$1,208.43	\$9,528.34
	<u>\$80,922.41</u>	<u>\$898,320.00</u>	9.01	<u>\$161,677.32</u>	<u>\$579,655.27</u>
Investment Revenue					
Int on Cash/IL Funds Acc	\$230.65	\$0.00	0	\$3,135.90	\$10,148.38
	<u>\$230.65</u>	<u>\$0.00</u>	0	<u>\$3,135.90</u>	<u>\$10,148.38</u>
Other Revenue					
Facility Rental	\$1,482.50	\$28,000.00	5.29	\$5,602.50	\$16,382.50
Customer Appreciation	\$756.42	\$6,000.00	12.61	\$1,781.25	\$6,122.47
Gifts/Donations	\$250.00	\$0.00	0	\$10,000.00	\$20,500.00
Reimbursed Expenditures	\$0.00	\$0.00	0	\$0.00	\$19,980.44
Revenue-Contractual	\$0.00	\$879.00	0	\$1,479.00	\$1,479.00
Revenue-Misc/OtherSource	\$2,053.50	\$0.00	0	\$0.00	\$953.00
Sale of Equipment	\$1,475.00	\$0.00	0	\$0.00	\$0.00
Transfer In	\$36,894.00	\$51,302.00	71.92	\$0.00	\$368,169.76
	<u>\$42,911.42</u>	<u>\$86,181.00</u>	49.79	<u>\$18,862.75</u>	<u>\$433,587.17</u>
Total Revenue Fund 05	\$208,841.17	\$1,608,932.00	12.98	\$396,403.08	\$1,560,314.52
Fund 06-Restricted Purposes Fund					
Financial Aid					
Financial Aid	\$2,192,417.48	\$7,621,458.00	28.77	\$2,287,653.08	\$7,804,821.73
	<u>\$2,192,417.48</u>	<u>\$7,621,458.00</u>	28.77	<u>\$2,287,653.08</u>	<u>\$7,804,821.73</u>
Investment Revenue					
Int on Cash/IL Funds Acc	\$9.50	\$500.00	1.9	\$205.12	\$539.73
Interest on Investments	\$0.00	\$100.00	0	\$134.79	\$1,203.28
	<u>\$9.50</u>	<u>\$600.00</u>	1.58	<u>\$339.91</u>	<u>\$1,743.01</u>
Other Revenue					
Contributions	\$0.00	\$45,000.00	0	\$0.00	\$45,000.00
FundBalanceAppropriation	\$0.00	\$0.00	0	\$0.00	\$0.00
Gifts/Donations	\$50,264.00	\$78,760.00	63.82	\$12,948.48	\$53,176.79
Grants Revenue	\$93,688.38	\$2,709,783.18	3.46	\$69,884.76	\$2,198,835.17
Reimbursed Expenditures	\$0.00	\$0.00	0	\$0.00	\$2,659.42
Revenue-Contractual	\$0.00	\$0.00	0	\$0.00	\$2,700.00
Transfer In	\$0.00	\$353,790.00	0	\$0.00	\$371,104.48
	<u>\$143,952.38</u>	<u>\$3,187,333.18</u>	4.52	<u>\$82,833.24</u>	<u>\$2,673,475.86</u>
Total Revenue Fund 06	\$2,336,379.36	\$10,809,391.18	21.61	\$2,370,826.23	\$10,480,040.60
Fund 07-Working Cash Fund					
Investment Revenue					
Interest on Working Cash	\$8,995.65	\$130,000.00	6.92	\$37,629.77	\$130,817.59
	<u>\$8,995.65</u>	<u>\$130,000.00</u>	6.92	<u>\$37,629.77</u>	<u>\$130,817.59</u>
Total Revenue Fund 07	\$8,995.65	\$130,000.00	6.92	\$37,629.77	\$130,817.59
Fund 10-Trust & Agency Fund					
Club Revenue					
Club Revenue	\$312.25	\$15,800.00	1.98	\$3,551.34	\$13,492.67
	<u>\$312.25</u>	<u>\$15,800.00</u>	1.98	<u>\$3,551.34</u>	<u>\$13,492.67</u>

Revenues by Fund

	Actual Revenue YTD 9/30/2020	Budget 2021	%	Actual Revenue YTD 9/30/2019	Prior Year Revenue 6/30/2020
Fund 10-Trust & Agency Fund					
Investment Revenue					
Int on Cash/IL Funds Acc	\$86.71	\$2,500.00	3.47	\$1,422.77	\$0.00
	<u>\$86.71</u>	<u>\$2,500.00</u>	3.47	<u>\$1,422.77</u>	<u>\$0.00</u>
Other Revenue					
Contributions	\$36,894.00	\$55,125.00	66.93	\$28,927.00	\$57,577.00
Transfer In	\$0.00	\$0.00	0	\$0.00	\$1,400.00
	<u>\$36,894.00</u>	<u>\$55,125.00</u>	66.93	<u>\$28,927.00</u>	<u>\$58,977.00</u>
Total Revenue Fund 10	\$37,292.96	\$73,425.00	50.79	\$33,901.11	\$72,469.67
Fund 11-Audit Fund					
Local Government Sources					
Current Taxes	\$32,937.47	\$66,871.00	49.26	\$43,541.36	\$65,865.68
Interest on Taxes	\$0.00	\$75.00	0	\$0.48	\$107.77
	<u>\$32,937.47</u>	<u>\$66,946.00</u>	49.2	<u>\$43,541.84</u>	<u>\$65,973.45</u>
Investment Revenue					
Int on Cash/IL Funds Acc	\$19.01	\$500.00	3.8	\$380.42	\$1,008.86
	<u>\$19.01</u>	<u>\$500.00</u>	3.8	<u>\$380.42</u>	<u>\$1,008.86</u>
Total Revenue Fund 11	\$32,956.48	\$67,446.00	48.86	\$43,922.26	\$66,982.31
Fund 12-Liability & Protection					
Local Government Sources					
Current Taxes	\$1,038,098.12	\$2,107,878.00	49.25	\$1,271,755.64	\$1,924,380.85
Interest on Taxes	\$0.10	\$1,500.00	0.01	\$13.52	\$3,149.24
	<u>\$1,038,098.22</u>	<u>\$2,109,378.00</u>	49.21	<u>\$1,271,769.16</u>	<u>\$1,927,530.09</u>
Student Tuition & Fees					
Insurance-StudentFees	\$1,632.00	\$10,000.00	16.32	\$5,768.00	\$9,840.00
	<u>\$1,632.00</u>	<u>\$10,000.00</u>	16.32	<u>\$5,768.00</u>	<u>\$9,840.00</u>
Investment Revenue					
Int on Cash/IL Funds Acc	\$518.35	\$15,000.00	3.46	\$7,326.18	\$27,961.19
Interest on Investments	\$0.00	\$50.00	0	\$0.00	\$100.21
	<u>\$518.35</u>	<u>\$15,050.00</u>	3.44	<u>\$7,326.18</u>	<u>\$28,061.40</u>
Other Revenue					
Reimbursed Expenditures	\$0.00	\$0.00	0	\$0.00	\$8,007.45
	<u>\$0.00</u>	<u>\$0.00</u>	0	<u>\$0.00</u>	<u>\$8,007.45</u>
Total Revenue Fund 12	\$1,040,248.57	\$2,134,428.00	48.74	\$1,284,863.34	\$1,973,438.94
Total Revenue	\$15,267,275.64	\$44,523,156.18	34.29	\$15,919,318.92	\$51,979,071.31

Expenses by Fund Summary

	Budget 2021	Actual YTD as of 9/30/2020	Encumbered as of 9/30/2020	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
Fund 01-Education Fund							
Salaries	\$9,976,897.60	\$2,363,564.82	\$0.00	\$2,363,564.82	23.69	\$9,675,987.33	20.27
Employee Benefits	\$2,100,113.00	\$463,905.96	\$8,515.27	\$472,421.23	22.5	\$1,899,171.71	22.67
Contractual Services	\$670,178.00	\$304,540.94	\$6,614.19	\$311,155.13	46.43	\$442,951.44	75.92
Materials & Supplies	\$692,508.64	\$243,553.95	\$53,545.42	\$297,099.37	42.9	\$643,570.35	41.74
Conference & Meeting Exp	\$172,874.33	\$3,557.49	\$382.50	\$3,939.99	2.28	\$134,501.85	33.7
Fixed Charges	\$74,850.00	\$18,592.05	\$10,083.30	\$28,675.35	38.31	\$98,368.02	25.63
Utilities	\$5,480.00	\$1,035.00	\$3,505.00	\$4,540.00	82.85	\$3,900.00	25
Capital Outlay	\$353,790.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Other Expense	\$240,000.00	\$53,788.90	\$0.00	\$53,788.90	22.41	\$211,036.16	26.57
Tuition Adjustments	\$50,000.00	\$7,686.00	\$0.00	\$7,686.00	15.37	\$16,948.00	12.83
Other Expense	\$159,964.00	\$38,542.15	\$0.00	\$38,542.15	24.09	\$177,686.78	32.98
Transfers	\$51,308.00	\$36,894.00	\$0.00	\$36,894.00	71.91	\$627,038.24	0
Total Expense Fund 01	\$14,547,963.57	\$3,535,661.26	\$82,645.68	\$3,618,306.94	24.87	\$13,931,159.88	22.86
Fund 02-Operations & Maintenance							
Salaries	\$299,295.00	\$60,207.58	\$0.00	\$60,207.58	20.12	\$237,066.15	18.24
Employee Benefits	\$94,651.00	\$27,186.90	\$0.00	\$27,186.90	28.72	\$87,013.34	14.98
Contractual Services	\$761,325.00	\$99,418.98	\$368,942.67	\$468,361.65	61.52	\$620,001.82	17.11
Materials & Supplies	\$160,760.00	\$17,326.26	\$5,792.71	\$23,118.97	14.38	\$136,501.46	14.36
Conference & Meeting Exp	\$250.00	\$0.00	\$0.00	\$0.00	0	\$2,747.92	0
Fixed Charges	\$110,190.00	\$25,041.48	\$60,471.00	\$85,512.48	77.6	\$121,542.58	39.37
Utilities	\$477,505.00	\$103,452.10	\$14,639.51	\$118,091.61	24.73	\$555,995.62	18.62
Capital Outlay	\$88,574.00	\$0.00	\$0.00	\$0.00	0	\$5,000.00	0
Total Expense Fund 02	\$1,992,550.00	\$332,633.30	\$449,845.89	\$782,479.19	39.27	\$1,765,868.89	18.87
Fund 03-Oper & Maint Restricted							
Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	0	\$29,631.25	0
Materials & Supplies	\$200,000.00	\$0.00	\$0.00	\$0.00	0	\$1,025.31	0
Capital Outlay	\$9,219,223.00	\$207,462.95	\$373,693.00	\$581,155.95	6.3	\$1,101,135.53	16.89
Total Expense Fund 03	\$9,419,223.00	\$207,462.95	\$373,693.00	\$581,155.95	6.17	\$1,131,792.09	16.43
Fund 04-Bond & Interest Fund							
Fixed Charges	\$2,871,515.00	\$967,536.25	\$0.00	\$967,536.25	33.69	\$2,866,862.50	33.96
Other Expense	\$1,500.00	\$1,000.00	\$0.00	\$1,000.00	66.67	\$2,000.00	50
Total Expense Fund 04	\$2,873,015.00	\$968,536.25	\$0.00	\$968,536.25	33.71	\$2,868,862.50	33.97
Fund 05-Auxiliary Enterprises							
Salaries	\$722,238.00	\$125,865.20	\$0.00	\$125,865.20	17.43	\$703,378.36	25.19
Employee Benefits	\$149,504.00	\$40,319.39	\$0.00	\$40,319.39	26.97	\$139,043.39	22.85
Contractual Services	\$65,350.00	\$14,841.16	\$4,791.55	\$19,632.71	30.04	\$51,814.81	48.1
Materials & Supplies	\$625,590.00	\$73,534.01	\$99,658.00	\$173,192.01	27.68	\$492,492.79	30.04
Conference & Meeting Exp	\$7,900.00	\$309.00	\$0.00	\$309.00	3.91	\$8,374.77	38.19
Fixed Charges	\$36,550.00	\$11,123.98	\$15,750.00	\$26,873.98	73.53	\$34,178.54	31.72
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0	\$13,836.47	0
Other Expense	\$1,800.00	\$0.00	\$0.00	\$0.00	0	\$1,141.18	0
Total Expense Fund 05	\$1,608,932.00	\$265,992.74	\$120,199.55	\$386,192.29	24	\$1,444,260.31	27.41
Fund 06-Restricted Purposes Fund							
Salaries	\$1,360,087.39	\$191,649.29	\$0.00	\$191,649.29	14.09	\$967,782.53	18.01
Employee Benefits	\$413,514.73	\$58,753.67	\$0.00	\$58,753.67	14.21	\$272,135.12	21.33
Contractual Services	\$798,735.06	\$92,172.20	\$1,247.82	\$93,420.02	11.7	\$501,390.57	17.34
Materials & Supplies	\$261,252.00	\$27,703.23	\$4,873.65	\$32,576.88	12.47	\$163,136.30	11.47
Conference & Meeting Exp	\$44,240.50	\$137.22	\$0.00	\$137.22	0.31	\$22,011.33	34.31
Fixed Charges	\$44,202.50	\$3,919.01	\$0.00	\$3,919.01	8.87	\$99,495.39	17.13
Capital Outlay	\$330,695.00	\$0.00	\$0.00	\$0.00	0	\$664,323.73	14.12
Financial Aid Expense	\$7,554,164.00	\$2,752,495.24	\$31,072.15	\$2,783,567.39	36.85	\$7,721,672.34	36.05
Other Expense	\$2,500.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Total Expense Fund 06	\$10,809,391.18	\$3,126,829.86	\$37,193.62	\$3,164,023.48	29.27	\$10,411,947.31	31.12
Fund 10-Trust & Agency Fund							

Expenses by Fund Summary

	Budget 2021	Actual YTD as of 9/30/2020	Encumbered as of 9/30/2020	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
Fund 10-Trust & Agency Fund							
Contractual Services	\$15,550.00	\$3,600.00	\$0.00	\$3,600.00	23.15	\$12,865.42	50.38
Materials & Supplies	\$48,050.00	\$3,696.03	\$0.00	\$3,696.03	7.69	\$45,294.10	34.49
Conference & Meeting Exp	\$9,125.00	\$269.00	\$0.00	\$269.00	2.95	\$11,874.27	43.52
Other Expense	\$700.00	\$185.25	\$0.00	\$185.25	26.46	\$749.16	40.04
Total Expense Fund 10	\$73,425.00	\$7,750.28	\$0.00	\$7,750.28	10.56	\$70,782.95	38.95
Fund 11-Audit Fund							
Salaries	\$7,565.00	\$1,742.30	\$0.00	\$1,742.30	23.03	\$7,371.71	22.53
Employee Benefits	\$1,795.00	\$473.28	\$0.00	\$473.28	26.37	\$1,864.76	24.32
Contractual Services	\$46,500.00	\$23,500.00	\$23,000.00	\$46,500.00	100	\$45,500.00	40.66
Total Expense Fund 11	\$55,860.00	\$25,715.58	\$23,000.00	\$48,715.58	87.21	\$54,736.47	37.66
Fund 12-Liability & Protection							
Salaries	\$733,563.00	\$165,239.43	\$0.00	\$165,239.43	22.53	\$686,945.37	22.61
Employee Benefits	\$345,544.00	\$78,146.71	\$0.00	\$78,146.71	22.62	\$326,421.07	22.56
Contractual Services	\$190,800.00	\$43,575.30	\$21,244.70	\$64,820.00	33.97	\$156,337.44	19.84
Materials & Supplies	\$36,950.00	\$7,652.11	\$4,685.64	\$12,337.75	33.39	\$37,121.31	36.21
Conference & Meeting Exp	\$6,000.00	\$93.94	\$0.00	\$93.94	1.57	\$15,018.16	83.93
Fixed Charges	\$325,000.00	\$128,028.90	\$147,096.98	\$275,125.88	84.65	\$262,382.03	47.44
Utilities	\$4,225.00	\$2,005.98	\$0.00	\$2,005.98	47.48	\$3,196.16	23.28
Capital Outlay	\$5,000.00	\$0.00	\$0.00	\$0.00	0	\$0.00	Canno
Total Expense Fund 12	\$1,647,082.00	\$424,742.37	\$173,027.32	\$597,769.69	36.29	\$1,487,421.54	27.68
Total Expenses	\$43,027,441.75	\$8,895,324.59	\$1,259,605.06	\$10,154,929.65	23.6	\$33,166,831.94	26.46

Auxiliary Enterprises Revenue & Expenses

SEPT 2021

	Actual Revenue	Budget Revenue	Actual Expenses	Budget Expenses	Net Actual	Net Budget
Community Events						
6019 -Admin Outdoor Events	\$0.00	\$1,510.00	\$1,269.85	\$5,885.00	(\$1,269.85)	(\$4,375.00)
6030 -Misc Events	\$350.00	\$5,000.00	\$0.00	\$625.00	\$350.00	\$4,375.00
	<u>\$350.00</u>	<u>\$6,510.00</u>	<u>\$1,269.85</u>	<u>\$6,510.00</u>	<u>(\$919.85)</u>	<u>\$0.00</u>
Continuing & Professional Education						
6000 -Admininstration-CPED	\$4,198.77	\$57,792.00	\$27,712.37	\$141,766.00	(\$23,513.60)	(\$83,974.00)
6001 -CDL	\$43,400.00	\$220,000.00	\$35,021.82	\$167,984.00	\$8,378.18	\$52,016.00
6003 -Dance	\$3,890.60	\$72,000.00	\$7,750.02	\$60,514.00	(\$3,859.42)	\$11,486.00
6004 -Personal Development	\$650.00	\$22,000.00	\$2,472.86	\$17,916.00	(\$1,822.86)	\$4,084.00
6007 -Safety-Industrial	\$14,954.82	\$204,871.00	\$30,262.69	\$201,903.00	(\$15,307.87)	\$2,968.00
6008 -Shilling Rentals	\$1,482.50	\$28,000.00	\$3,139.75	\$12,119.00	(\$1,657.25)	\$15,881.00
6027 -Tech Go Camp	\$0.00	\$2,628.00	\$624.21	\$2,628.00	(\$624.21)	\$0.00
6005 -Workforce Development	\$11,350.00	\$17,000.00	\$13,434.11	\$23,785.00	(\$2,084.11)	(\$6,785.00)
	<u>\$79,926.69</u>	<u>\$624,291.00</u>	<u>\$120,417.83</u>	<u>\$628,615.00</u>	<u>(\$40,491.14)</u>	<u>(\$4,324.00)</u>
Culinary						
8907 -Bistro 537	\$4,159.67	\$35,000.00	\$5,281.17	\$35,000.00	(\$1,121.50)	\$0.00
8970 -Cafe	\$77,037.16	\$795,500.00	\$117,263.47	\$795,500.00	(\$40,226.31)	\$0.00
8908 -Coffee House	\$0.00	\$21,000.00	\$0.00	\$21,000.00	\$0.00	\$0.00
	<u>\$81,196.83</u>	<u>\$851,500.00</u>	<u>\$122,544.64</u>	<u>\$851,500.00</u>	<u>(\$41,347.81)</u>	<u>\$0.00</u>
Fitness Center						
1157 -Fitness Center	\$45,409.00	\$142,864.00	\$32,291.48	\$149,864.00	\$13,117.52	(\$7,000.00)
	<u>\$45,409.00</u>	<u>\$142,864.00</u>	<u>\$32,291.48</u>	<u>\$149,864.00</u>	<u>\$13,117.52</u>	<u>(\$7,000.00)</u>
Horticulture						
4503 -Garden Center	\$248.00	\$23,220.00	\$3,311.46	\$23,220.00	(\$3,063.46)	\$0.00
9099 -Produce Market	\$0.00	\$3,479.00	\$0.00	\$3,479.00	\$0.00	\$0.00
	<u>\$248.00</u>	<u>\$26,699.00</u>	<u>\$3,311.46</u>	<u>\$26,699.00</u>	<u>(\$3,063.46)</u>	<u>\$0.00</u>
Traffic Safety School						
6009 -Traffic Safety	\$4,375.00	\$25,000.00	\$4,686.69	\$20,676.00	(\$311.69)	\$4,324.00
	<u>\$4,375.00</u>	<u>\$25,000.00</u>	<u>\$4,686.69</u>	<u>\$20,676.00</u>	<u>(\$311.69)</u>	<u>\$4,324.00</u>

Restricted Purposes Fund Revenue & Expenses

SEPT 2021

			<u>Budget</u>	<u>Actual Revenue</u>	<u>Actual Expenses</u>	<u>Encumbered Expenses</u>	<u>Net</u>
GRANTS							
Department of Education							
12142-ICCB Education Mentor Pr	8/1/2020	12/31/2021	\$96,608.00	\$0.00	\$0.00	\$0.00	\$96,608.00
Dept of Commerce & Economic Opp							
12027-Workforce Develop Grant	7/1/2019	6/30/2021	\$0.00	\$0.00	\$33,368.65	\$111.50	(\$33,480.15)
ICCB							
12154-Adult Ed Performance	7/1/2020	6/30/2021	\$74,475.00	\$0.00	\$9,099.56	\$0.00	\$65,375.44
12172-Adult Ed State Basic Grn	7/1/2020	6/30/2021	\$173,715.00	\$0.00	\$22,506.89	\$0.00	\$151,208.11
12138-Early School LeaverTrans	7/1/2020	6/30/2021	\$60,000.00	\$0.00	\$1,201.41	\$0.00	\$58,798.59
12132-Federal Adult Basic Grnt	7/1/2020	6/30/2021	\$124,285.00	\$0.00	\$27,692.93	\$0.00	\$96,592.07
12029-Wrkfrce Equity Initiative	9/18/2019	12/31/2021	\$219,030.00	\$0.00	\$89,465.60	\$2,415.70	\$127,148.70
Illinois Board of Higher Ed							
12020-Co-Op Work Study Grant	9/1/2019	8/31/2020	\$29,663.81	\$14,137.29	\$14,137.29	\$0.00	\$15,526.52
Illinois State Board of Educ							
12141-Education Career Pathway	6/1/2020	6/30/2023	\$0.00	\$52,646.00	\$0.00	\$0.00	\$0.00
RCC Foundation							
12133-Foundation Gifts to RCC	7/1/2020	6/30/2021	\$26,485.00	\$10,000.00	\$5,231.56	\$13,705.78	\$7,547.66
Richland Community College							
11458-Project READ			\$97,275.00	\$40,264.00	\$20,806.91	\$0.00	\$76,468.09
EQUI -Reserved for Equipment			\$353,790.00	\$9.50	\$13,300.00	\$5,950.00	\$334,540.00
Secretary of State							
12164-SOS Literacy Grant	7/1/2020	6/30/2021	\$100,000.00	\$0.00	\$32,493.21	\$0.00	\$67,506.79
US Department of Agriculture							
12140-NRCS Cooperative	4/24/2020	4/22/2024	\$15,349.00	\$782.38	\$2,374.82	\$0.00	\$12,974.18
US Department of Education							
12112-Carl Perkins-ICCB	7/1/2020	6/30/2021	\$260,142.00	\$0.00	\$22,818.71	\$0.00	\$237,323.29
12080-TRIO Grant	8/26/2019	8/31/2020	\$32,163.00	\$31,260.00	\$39,020.55	\$0.00	(\$6,857.55)
US Department of Transportation							
12118-Hwy Construct Career Grn	7/1/2020	6/30/2021	\$354,400.00	\$0.00	\$35,741.22	\$6,009.97	\$312,648.81
Total			\$2,017,380.81	\$149,099.17	\$369,259.31	\$28,192.95	\$1,619,928.55

Bills for Ratification

September 2020



Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
ABC Pre School	Contractual-Other	Grant-SupportServices	\$9,418.28			\$9,418.28
AFLAC	AFLAC		\$306.34	\$306.34		
ALLDATA	Publications & Dues	Automotive-Tech Occ	\$975.00	\$975.00		
AST Inc	Publications & Dues	Club Expenses	\$225.00			\$225.00
AT&T	Telephone	Telecommunications	\$3,291.45		\$3,291.45	
	Telephone	Telecommunications	\$3,159.40		\$3,159.40	
	Telephone	Telecommunications	\$50.79		\$50.79	
	Telephone	Telecommunications	\$2,430.57		\$2,430.57	
	Telephone	Telecommunications	\$222.47		\$222.47	
	Telephone	Telecommunications	\$53.69		\$53.69	
Abraham, Persis Biju	Student Tuition Rec		\$775.00	\$775.00		
Advanced Disposal Services	Refuse Disposal	Law Enforce Trng Ctr O&M	\$108.21			\$108.21
	Electricity and Nat Gas	Utilities	\$1,751.83		\$1,751.83	
	Refuse Disposal	Law Enforce Trng Ctr O&M	\$82.22			\$82.22
Ahead of Our Time Publishing Inc	Publications & Dues	Presidents Office	\$500.00	\$500.00		
Airgas-Mid America	Materials	Collision Repair Tech	\$171.86	\$171.86		
Airweld Industrial Gases & Suppl	Instructional Supplies	Welding-Technical Occ	\$340.60	\$340.60		
	Instructional Supplies	Welding-Technical Occ	\$110.25	\$110.25		
	Instructional Supplies	Welding-Technical Occ	\$7.75	\$7.75		
	Instructional Supplies	Welding-Technical Occ	\$35.00	\$35.00		
	Instructional Supplies	Welding-Technical Occ	\$66.10	\$66.10		
	Instructional Supplies	Welding-Technical Occ	\$113.93	\$113.93		
Aitkens, Grace Ellen	Student Tuition Rec		\$175.00	\$175.00		
Allison, Gary L	RCC Foundation A/R		\$475.00	\$475.00		
Altherr, Ryan	Student Tuition Rec		\$459.00	\$459.00		
AmerenIP	Electricity and Nat Gas	Utilities	\$47.79		\$47.79	
	Electricity and Nat Gas	Workforce Development Ct	\$35.08		\$35.08	
	Electricity and Nat Gas	Macon Co Soil & Water Bd	\$199.64		\$199.64	
	Electricity and Nat Gas	Utilities	\$15.97		\$15.97	
	Electricity and Nat Gas	Sequestration Bldg O&M	\$366.05		\$366.05	
	Electricity and Nat Gas	Utilities	\$224.85		\$224.85	
	RCC Foundation A/R		\$500.00	\$500.00		
	Electricity and Nat Gas	Utilities	\$6,312.86		\$6,312.86	
	Electricity and Nat Gas	Clinton Center O&M	\$250.42		\$250.42	
	Electricity and Nat Gas	Clinton Center O&M	\$63.05		\$63.05	
	Electricity and Nat Gas	Utilities	\$534.21		\$534.21	
	Electricity and Nat Gas	Utilities	\$128.87		\$128.87	
	Electricity and Nat Gas	Utilities	\$75.72		\$75.72	
	Electricity and Nat Gas	Workforce Development Ct	\$1,707.63		\$1,707.63	
	Electricity and Nat Gas	Utilities	\$67.54		\$67.54	
	Electricity and Nat Gas	Law Enforce Trng Ctr O&M	\$859.61			\$859.61
	Electricity and Nat Gas	Law Enforce Trng Ctr O&M	\$1,617.99			\$1,617.99
	Electricity and Nat Gas	Law Enforce Trng Ctr O&M	\$714.83			\$714.83
	Electricity and Nat Gas	Law Enforce Trng Ctr O&M	\$2,233.29			\$2,233.29
	Electricity and Nat Gas	Law Enforce Trng Ctr O&M	\$2,024.01			\$2,024.01
	Electricity and Nat Gas	Law Enforce Trng Ctr O&M	\$1,334.06			\$1,334.06
American Heart Association	Instructional Supplies	Credit	\$82.40			\$82.40
	Instructional Supplies	Credit	\$11.90			\$11.90
	Instructional Supplies	Credit	\$262.80			\$262.80
Antonelli, Emma Marie	Student Tuition Rec		\$275.00	\$275.00		
Aramark Uniform Services	Uniforms	Law Enforce Trng Ctr O&M	\$6.76			\$6.76
	Uniforms	Law Enforce Trng Ctr O&M	\$14.34			\$14.34
	Uniforms	Law Enforce Trng Ctr O&M	\$15.22			\$15.22
	Uniforms	Maintenance	\$66.00		\$66.00	
	Laundry/Linen Supplies	Law Enforce Trng Ctr O&M	\$147.80			\$147.80
	Uniforms	Maintenance	\$66.00		\$66.00	

Bills for Ratification

September 2020



Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Aramark Uniform Services						
	Laundry/Linen Supplies	Law Enforce Trng Ctr O&M	\$134.00			\$134.00
	Uniforms	Law Enforce Trng Ctr O&M	\$16.76			\$16.76
	Uniforms	Maintenance	\$66.00		\$66.00	
	Laundry/Linen Supplies	Law Enforce Trng Ctr O&M	\$158.17			\$158.17
	Uniforms	Law Enforce Trng Ctr O&M	\$6.40			\$6.40
	Uniforms	Law Enforce Trng Ctr O&M	\$16.76			\$16.76
	Laundry/Linen Supplies	Law Enforce Trng Ctr O&M	\$54.08			\$54.08
	Uniforms	Maintenance	\$66.00		\$66.00	
	Laundry/Linen Supplies	Law Enforce Trng Ctr O&M	\$207.14			\$207.14
Area Disposal Service Inc						
	Refuse Disposal	Clinton Center O&M	\$89.29		\$89.29	
Arnold, Jackson Scott						
	Student Tuition Rec		\$459.00	\$459.00		
Ascendium Education Solutions						
	Contractual-Other	Fin Aid & Vet Affairs	\$12.00	\$12.00		
Atlas Lock Inc						
	Firearms & Accessories	Public Safety Department	\$50.00			\$50.00
Auto Zone						
	Instructional Supplies	Automotive-Tech Occ	\$21.66	\$21.66		
	Instructional Supplies	Automotive-Tech Occ	\$44.42	\$44.42		
	Instructional Supplies	Automotive-Tech Occ	\$89.46	\$89.46		
Auton, Zachary						
	Student Tuition Rec		\$325.00	\$325.00		
BLDD Architects Inc						
	Building Improvements	Renovations / Remodeling	\$22,619.75			\$22,619.75
	Building Improvements	Renovations / Remodeling	\$33,375.00			\$33,375.00
Baker, Courtney Caroline						
	Student Tuition Rec		\$400.00	\$400.00		
Baker, Gunnar E						
	Student Tuition Rec		\$1,111.00	\$1,111.00		
Barding, Ryan E						
	Student Tuition Rec		\$75.00	\$75.00		
Barrett, Zoee Christine						
	Student Tuition Rec		\$778.50	\$778.50		
Bass Schuler Entertainment Inc						
	Contractual-Other	Club Expenses	\$6,000.00			\$6,000.00
Bauer, Joseph						
	Student Tuition Rec		\$75.00	\$75.00		
BearMail Co						
	Heartland Academy Recv		\$315.69	\$315.69		
	Other Receivables		\$2.40	\$2.40		
	RCC Foundation A/R		\$1.02	\$1.02		
	Postage	Business Office	\$162.69	\$162.69		
	Postage	CPED Administration	\$7.82			\$7.82
	Postage	Club Expenses	\$234.40			\$234.40
	Postage	Enrollment Management	\$11.22	\$11.22		
	Postage	Fin Aid & Vet Affairs	\$2.55	\$2.55		
	Postage	Foundation & Development	\$2.04	\$2.04		
	Graduation Expense	General Expenses	\$130.70	\$130.70		
	Postage	General Expenses	\$362.34	\$362.34		
	Postage	Human Resources	\$37.68	\$37.68		
	Postage	Law Enforce Trng Ctr	\$24.00			\$24.00
	Postage	NonCredit	\$8.67			\$8.67
	Postage	Presidents Office	\$1.71	\$1.71		
	Postage	Student Development	\$2.82	\$2.82		
Beck's Studio						
	Uniforms	Basic Law Enforce Trng	\$294.00			\$294.00
Binkley, Victoria S						
	Student Tuition Rec		\$955.00	\$955.00		
Bond-Partee, Rashanda N						
	Contractual-Other	Instruction-Other	\$240.00			\$240.00
Bournias, Maddison Alexis						
	Student Tuition Rec		\$1,032.00	\$1,032.00		
Branham, Ethan Robert						
	Student Tuition Rec		\$283.00	\$283.00		
Bright Directions						
	Cntrct Rec-Pheasant Run		\$2,547.00	\$2,547.00		
Briscoe, Lillian						
	Student Tuition Rec		\$258.00	\$258.00		
Briscoe, Matthew						
	Student Tuition Rec		\$183.00	\$183.00		
Bristol Gardens Apartments						

Bills for Ratification

September 2020



Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Bristol Gardens Apartments						
	RCC Foundation A/R		\$830.00	\$830.00		
Broedel, Bianca G						
	Student Tuition Rec		\$371.00	\$371.00		
Burlington English Inc						
	Instructional Supplies	Instruction	\$3,840.00			\$3,840.00
Burton, Cody W						
	Student Tuition Rec		\$352.00	\$352.00		
Busey, Jacob Richard						
	Student Tuition Rec		\$100.00	\$100.00		
Butler, Chloe Renee						
	Student Tuition Rec		\$325.00	\$325.00		
Butler, Randy D						
	Stipends	Grant-SupportServices	\$380.00			\$380.00
	Stipends	Grant-SupportServices	\$90.00			\$90.00
	Stipends	Grant-SupportServices	\$45.00			\$45.00
Butts, Connor Alexander						
	Student Tuition Rec		\$75.00	\$75.00		
Butts, Gavin Sinclair						
	Student Tuition Rec		\$75.00	\$75.00		
Butts, Madison Lynn						
	Student Tuition Rec		\$8.00	\$8.00		
CDS Leasing						
	Equipment Rental	Law Enforce Trng Ctr	\$157.28			\$157.28
CDS Office Technologies						
	Printing	Copiers	\$449.58	\$449.58		
	Printing	Grant-Administration	\$1.69			\$1.69
	Equipment Rental	Law Enforce Trng Ctr	\$663.46			\$663.46
	Equipment Rental	Law Enforce Trng Ctr	\$52.00			\$52.00
	RCC Foundation A/R		\$10.62	\$10.62		
	Printing	General Expenses	\$33.00	\$33.00		
	Equipment Rental	Law Enforce Trng Ctr	\$52.00			\$52.00
	Printing	General Expenses	\$33.00	\$33.00		
	Equipment Rental	Law Enforce Trng Ctr	\$263.07			\$263.07
	Printing	Copiers	\$800.80	\$800.80		
CDWG Government Inc						
	Computer Software	Networking Support	\$13,115.80	\$13,115.80		
	Materials	Academic Lab Support	\$114.50	\$114.50		
	Materials	Academic Lab Support	\$1,706.10	\$1,706.10		
Campbell, Malik James						
	Stipends	Grant-SupportServices	\$320.00			\$320.00
	Stipends	Grant-SupportServices	\$120.00			\$120.00
	Stipends	Grant-SupportServices	\$74.50			\$74.50
Carolina Biological Supply Co						
	Instructional Supplies	Biology-Baccalaureate	\$71.55	\$71.55		
Carson, Courtney L						
	Telephone	Essential Skills	\$50.00	\$50.00		
Carson-Buckner, Malachi						
	Stipends	Grant-SupportServices	\$750.00			\$750.00
	Stipends	Grant-SupportServices	\$622.50			\$622.50
Chalermnon, Ladapa						
	Student Tuition Rec		\$450.00	\$450.00		
Chalmers, Coltin						
	Student Tuition Rec		\$225.00	\$225.00		
Chalmers, Justin Daniel						
	Student Tuition Rec		\$461.00	\$461.00		
Charles, Michael Wyatt						
	Student Tuition Rec		\$150.00	\$150.00		
Christy-Foltz Inc						
	Building Improvements	Renovations / Remodeling	\$13,860.00			\$13,860.00
	Building Improvements	Renovations / Remodeling	\$4,950.00			\$4,950.00
	Building Improvements	Renovations / Remodeling	\$25,467.30			\$25,467.30
City of Clinton						
	Water,Sewage	Clinton Center O&M	\$21.44		\$21.44	
City of Decatur						
	Accrued Sales Tax		\$7.55			\$7.55
	Accrued Sales Tax		\$15.15			\$15.15
City of Decatur IL						
	Water,Sewage	Macon Co Soil & Water Bd	\$159.22		\$159.22	
	Water,Sewage	Sequestration Bldg O&M	\$151.13		\$151.13	
	Water,Sewage	CSI Building O&M	\$49.71		\$49.71	
	Water,Sewage	Utilities	\$170.98		\$170.98	
	Water,Sewage	Utilities	\$185.92		\$185.92	

Bills for Ratification

September 2020



Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
City of Decatur IL						
	Water,Sewage	Utilities	\$222.86		\$222.86	
	Water,Sewage	Utilities	\$1,207.96		\$1,207.96	
	Water,Sewage	Utilities	\$1,364.13		\$1,364.13	
	Water,Sewage	Law Enforce Trng Ctr O&M	\$92.65			\$92.65
	Water,Sewage	Law Enforce Trng Ctr O&M	\$122.69			\$122.69
	Water,Sewage	Law Enforce Trng Ctr O&M	\$527.05			\$527.05
Clark, Andrew Bert						
	Student Tuition Rec		\$325.00	\$325.00		
Clark, Tucker Jee						
	Student Tuition Rec		\$300.00	\$300.00		
Claypool, Natalie Christilyn						
	Student Tuition Rec		\$257.00	\$257.00		
Clinton RCC LLC						
	Facility Rental	Clinton Center O&M	\$6,719.00		\$6,719.00	
Comcast						
	Telephone	Telecommunications	\$62.91		\$62.91	
Comcast Cable						
	Internet	Law Enforce Trng Ctr O&M	\$572.84			\$572.84
	Telephone	Law Enforce Trng Ctr O&M	\$310.42			\$310.42
Confidential On-Site Paper						
	Facility Repair	Law Enforce Trng Ctr O&M	\$5.24			\$5.24
Consociate Group						
	Contractual-Other	Human Resources	\$267.75	\$267.75		
Cook, Nathaniel						
	Student Tuition Rec		\$350.00	\$350.00		
Cooper, Robert T						
	Student Tuition Rec		\$1,512.00	\$1,512.00		
Crews, Denise,, Dr						
	Telephone	VP Academic Services	\$60.00	\$60.00		
Cromwell Radio Group Inc						
	Advertising	Marketing	\$250.00	\$250.00		
	Advertising	Marketing	\$334.00	\$334.00		
Daniels, Angela E						
	Student Tuition Rec		\$101.00	\$101.00		
DeBose Consulting						
	Contractual-Other	Credit	\$1,920.00			\$1,920.00
Decatur Memorial Hospital						
	Contractual-Other	Credit	\$90.00			\$90.00
	Testing	Grant-SupportServices	\$70.00			\$70.00
	Contractual-Other	Credit	\$370.00			\$370.00
Deviner, Leland Terrill						
	Stipends	Grant-SupportServices	\$750.00			\$750.00
	Stipends	Grant-SupportServices	\$622.50			\$622.50
Dickerson, Jamie S						
	Student Tuition Rec		\$2,573.00	\$2,573.00		
Direct Energy						
	Electricity and Nat Gas	Law Enforce Trng Ctr	\$85.99			\$85.99
	Electricity and Nat Gas	Utilities	\$227.10		\$227.10	
Doss, Spencer M						
	Student Tuition Rec		\$150.00	\$150.00		
Dunker Electric						
	Maintenance Supplies	Law Enforce Trng Ctr O&M	\$50.34			\$50.34
	Maintenance Supplies	Maintenance	\$17.98		\$17.98	
	Maintenance Supplies	Maintenance	\$157.73		\$157.73	
Dunning, Wayne						
	Travel-In State	Board of Trustees	\$160.09	\$160.09		
Dust & Son Auto Supply						
	Instructional Supplies	Automotive-Tech Occ	\$74.39	\$74.39		
	Instructional Supplies	Automotive-Tech Occ	\$24.34	\$24.34		
	Instructional Supplies	Automotive-Tech Occ	\$320.84	\$320.84		
Duzhnova, Anna						
	Student Tuition Rec		\$150.00	\$150.00		
Dyson, Nicole Dominique						
	Stipends	Grant-SupportServices	\$380.00			\$380.00
	Stipends	Grant-SupportServices	\$90.00			\$90.00
	Stipends	Grant-SupportServices	\$45.00			\$45.00
EagleScreen						
	Contractual-Other	Human Resources	\$308.19	\$308.19		
Ecolab						
	Contractual-Other	Cafe	\$174.95			\$174.95
Eggers, Brooke						
	Student Tuition Rec		\$857.00	\$857.00		

Bills for Ratification

September 2020



Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Elan Corporate Payment						
	Credit Card Pmt Clearing		\$3,330.02	\$3,330.02		
Eldridge, Pallavi						
	Student Tuition Rec		\$275.00	\$275.00		
Electrical Service Co						
	Building Repair/Maint	Maintenance	\$3,252.00		\$3,252.00	
Elenbaas, Alexander						
	Student Tuition Rec		\$224.00	\$224.00		
Elliott, Jaden Marena						
	Student Tuition Rec		\$956.00	\$956.00		
Ellis, Caitlyn Ashleigh						
	Student Tuition Rec		\$610.00	\$610.00		
Employers Assurance Co						
	General Insurance	Liab Protection & Settle	\$11,501.10			\$11,501.10
Energy Harbor						
	Electricity and Nat Gas	Sequestration Bldg O&M	\$238.82		\$238.82	
	Electricity and Nat Gas	Custodial	\$136.17		\$136.17	
	Electricity and Nat Gas	Utilities	\$9.18		\$9.18	
	Electricity and Nat Gas	Utilities	\$17,221.22		\$17,221.22	
	Electricity and Nat Gas	Workforce Development Ct	\$2,230.58		\$2,230.58	
Evergreen FS-Stephens #24						
	Vehicle Expense	Credit	\$336.03			\$336.03
	Vehicle Expense	Credit	\$490.29			\$490.29
	Vehicle Expense	College Vehicle	\$749.01		\$749.01	
Fancher, Emalie Jane						
	Student Tuition Rec		\$75.00	\$75.00		
Firm Systems						
	Fees Pass Thru Backgrnd		\$385.00	\$385.00		
Fleet Pride						
	Instructional Supplies	Diesel Med/Hvy Trk Tech	\$19.87	\$19.87		
	Instructional Supplies	Diesel Med/Hvy Trk Tech	\$41.93	\$41.93		
	Instructional Supplies	Diesel Med/Hvy Trk Tech	\$43.96	\$43.96		
	Vehicle Expense	Instruction-Other	\$422.41			\$422.41
	Instructional Supplies	Diesel Med/Hvy Trk Tech	\$1,119.16	\$1,119.16		
	Instructional Supplies	Diesel Med/Hvy Trk Tech	\$26.81	\$26.81		
	Instructional Supplies	Diesel Med/Hvy Trk Tech	\$25.24	\$25.24		
	Instructional Supplies	Diesel Med/Hvy Trk Tech	\$114.15	\$114.15		
	Vehicle Expense	Instruction-Other	\$231.73			\$231.73
Followell, Nicholas L						
	Student Tuition Rec		\$325.00	\$325.00		
Frontier						
	Telephone	Clinton Center O&M	\$154.76		\$154.76	
GJ Builders Hardware Inc						
	Maintenance Supplies	Maintenance	\$165.00		\$165.00	
GOBI Library Solutions						
	Books-Library Collection	LRC	\$68.84	\$68.84		
Gee, Brianna S						
	Student Tuition Rec		\$433.00	\$433.00		
Giese, Corey						
	Student Tuition Rec		\$424.55	\$424.55		
Grainger						
	Maintenance Supplies	Maintenance	\$39.80		\$39.80	
Grainger Inc						
	CARES Act Grant	CARES Act Grant	\$163.44			\$163.44
	CARES Act Grant	CARES Act Grant	\$221.50			\$221.50
	CARES Act Grant	CARES Act Grant	\$2,040.25			\$2,040.25
Greenwood, Braden William						
	Student Tuition Rec		\$358.00	\$358.00		
Greenwood, Gillian Hope						
	Student Tuition Rec		\$225.00	\$225.00		
Guidish, Morgan Ashlee						
	Student Tuition Rec		\$200.00	\$200.00		
Gurski, Alec G						
	Student Tuition Rec		\$358.00	\$358.00		
Gurski, Madison Alexandra						
	Student Tuition Rec		\$100.00	\$100.00		
Hall, Johari Z						
	Student Tuition Rec		\$638.00	\$638.00		
Hanover Insurance Group Co						
	General Insurance	Liab Protection & Settle	\$1,022.00			\$1,022.00
	General Insurance	Liab Protection & Settle	\$2,184.70			\$2,184.70
	General Insurance	Liab Protection & Settle	\$3,389.60			\$3,389.60
	General Insurance	Liab Protection & Settle	\$10,578.83			\$10,578.83

Bills for Ratification

September 2020



Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Harshman, Alexander Clay						
	Student Tuition Rec		\$12.00	\$12.00		
Haubner, Samuel Loren						
	Student Tuition Rec		\$250.00	\$250.00		
Hawk, Jonathon L						
	Uniforms	Maintenance	\$75.00		\$75.00	
Health Care Service Corporation						
	Contractual-Other	Human Resources	\$105.00	\$105.00		
Heartland Bank & Trust						
	Bond Issuance Costs	Bond & Interest	\$500.00			\$500.00
	Interest Expense	Bond & Interest	\$201,211.25			\$201,211.25
	Bond Issuance Costs	Bond & Interest	\$500.00			\$500.00
	Defeasance Bonds Payable	Bond & Interest	\$725,000.00			\$725,000.00
	Interest Expense	Bond & Interest	\$41,325.00			\$41,325.00
Henkel, Gabriella						
	Student Tuition Rec		\$1,279.00	\$1,279.00		
Hicksgas						
	Vehicle Expense	College Vehicle	(\$90.63)		(\$90.63)	
	Vehicle Expense	College Vehicle	(\$90.63)		(\$90.63)	
	Vehicle Expense	College Vehicle	\$90.63		\$90.63	
	Vehicle Expense	College Vehicle	\$90.63		\$90.63	
	Propane	Utilities	\$159.28		\$159.28	
Hoelting & Co						
	Food Supply Costs	Cafe	\$11.35			\$11.35
	Food Supply Costs	Cafe	\$23.20			\$23.20
	Food Supply Costs	Cafe	\$18.50			\$18.50
	Materials	Cafe	\$13.10			\$13.10
	Food Supply Costs	Cafe	\$33.75			\$33.75
	Food Supply Costs	Cafe	\$77.60			\$77.60
	Food Supply Costs	Cafe	\$90.86			\$90.86
	Food Supply Costs	Cafe	\$136.65			\$136.65
	Food Supply Costs	Cafe	\$277.66			\$277.66
	Materials	Cafe	\$111.25			\$111.25
	Food Supply Costs	Cafe	\$629.95			\$629.95
	Food Supply Costs	Cafe	\$591.39			\$591.39
	Materials	Cafe	\$147.70			\$147.70
	Food Supply Costs	Cafe	\$717.04			\$717.04
	Materials	Cafe	\$106.08			\$106.08
	Food Supply Costs	Cafe	\$749.88			\$749.88
	Materials	Cafe	\$125.95			\$125.95
	Food Supply Costs	Cafe	\$775.22			\$775.22
	Materials	Cafe	\$355.86			\$355.86
	Food Supply Costs	Cafe	\$1,048.14			\$1,048.14
	Materials	Cafe	\$178.88			\$178.88
Houser, Riley Meredith						
	Student Tuition Rec		\$225.00	\$225.00		
Howe, James T						
	Stipends	Grant-SupportServices	\$750.00			\$750.00
	Stipends	Grant-SupportServices	\$622.50			\$622.50
Hughes, Heather Marie						
	Student Tuition Rec		\$100.00	\$100.00		
Hyspeco Inc						
	Maintenance Supplies	Maintenance	\$30.45		\$30.45	
IACLEA						
	Publications & Dues	Public Safety Department	\$275.00			\$275.00
IACRAO						
	Publications & Dues	Enrollment Management	\$270.00	\$270.00		
ICCSAA						
	Publications & Dues	Club Expenses	\$100.00			\$100.00
ISAC						
	Deferred Revenue		\$2,985.00			\$2,985.00
Illinois Federation of Teachers						
	Union Dues-RFT		\$1,509.30	\$1,509.30		
	Union Dues-RFT		\$1,509.30	\$1,509.30		
Illinois Manufacturers Associati						
	Publications & Dues	Presidents Office	\$300.00	\$300.00		
Illinois State Disbursement Unit						
	Wage Garnishment Orders		\$120.00	\$120.00		
	Wage Garnishment Orders		\$120.00	\$120.00		
	Wage Garnishment Orders		\$590.92	\$590.92		
Incarnato, Caleb Joseph						
	Student Tuition Rec		\$33.00	\$33.00		
JRH Services Inc						

Bills for Ratification

September 2020



Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
JRH Services Inc						
	Building Improvements	Renovations / Remodeling	\$3,500.00			\$3,500.00
Jason's Lawn Care						
	Grounds Maintenance	Clinton Center O&M	\$640.00		\$640.00	
Jefson, Benjamin Charles						
	Student Tuition Rec		\$158.00	\$158.00		
Jenkins, Matthew R,, Jr						
	Student Tuition Rec		\$275.00	\$275.00		
Jim Coleman Ltd						
	Expense-Other	General Expenses	\$236.95	\$236.95		
Johnson Controls						
	Building Repair/Maint	Maintenance	\$263.35		\$263.35	
Jones, Wyatt Lee						
	Student Tuition Rec		\$325.00	\$325.00		
Juicebox Interactive						
	Materials	Marketing	\$150.00	\$150.00		
KONE Inc						
	Equip Repair/Maint Agree	Maintenance	\$380.14		\$380.14	
Kelly, Tanya Kristine						
	Student Tuition Rec		\$75.00	\$75.00		
King-Lar Company						
	Instructional Supplies	Collision Repair Tech	\$101.00	\$101.00		
	Equip Repair/Maint Agree	Workforce Development Ct	\$444.44		\$444.44	
Koester, Vince Ethan						
	Student Tuition Rec		\$459.00	\$459.00		
Kremer, Quinlan						
	Student Tuition Rec		\$459.00	\$459.00		
Kupferschmid, Lydia Rae						
	Student Tuition Rec		\$75.00	\$75.00		
Larry J Fredericks LLC						
	Instructional Supplies	Basic Law Enforce Trng	\$1,350.00			\$1,350.00
Leverson, Draper						
	Stipends	Grant-SupportServices	\$65.00			\$65.00
	Stipends	Grant-SupportServices	\$300.00			\$300.00
	Stipends	Grant-SupportServices	\$280.00			\$280.00
	Stipends	Grant-SupportServices	\$240.00			\$240.00
Logan, Daniel						
	Student Tuition Rec		\$1,006.00	\$1,006.00		
Logan, Katie Joy						
	Student Tuition Rec		\$667.00	\$667.00		
Looman, Jordyn Carlene						
	Student Tuition Rec		\$7.50	\$7.50		
Lott, Tracy M						
	Student Tuition Rec		\$250.00	\$250.00		
MANCOMM						
	Instructional Supplies	Engineering Technology	\$550.40	\$550.40		
Mack Sales & Serivce of Decatur						
	Contractual-Other	Fin Aid & Vet Affairs	(\$85.79)	(\$85.79)		
	Contractual-Other	Fin Aid & Vet Affairs	(\$65.68)	(\$65.68)		
	Equip Repair/Maint Agree	Credit	\$77.24			\$77.24
	Vehicle Expense	Instruction-Other	\$349.95			\$349.95
Matejka, Michael						
	Contractual-Other	Instruction-Other	\$557.04			\$557.04
Matlock, Alexis Marie						
	Student Tuition Rec		\$100.00	\$100.00		
Mayfield, Courtney Nichole						
	Student Tuition Rec		\$200.00	\$200.00		
Mazzotti Services						
	Uniforms	Law Enforce Trng Ctr	\$44.00			\$44.00
	Uniforms	Basic Law Enforce Trng	\$2,396.00			\$2,396.00
	Materials	Automotive-Tech Occ	\$228.00	\$228.00		
	Uniforms	Basic Corrections Trng	\$24.00			\$24.00
	Materials	Automotive-Tech Occ	\$25.00	\$25.00		
	Uniforms	Basic Law Enforce Trng	\$616.00			\$616.00
	Uniforms	Basic Law Enforce Trng	\$3,878.00			\$3,878.00
McKesson Medical Surgical Gov						
	CARES Act Grant	CARES Act Grant	\$358.29			\$358.29
	CARES Act Grant	CARES Act Grant	\$518.15			\$518.15
	CARES Act Grant	CARES Act Grant	\$117.13			\$117.13
McReynolds, Emma Brianne						
	Student Tuition Rec		\$100.00	\$100.00		
Melton, Julie Lynn						
	Telephone	Foundation & Development	\$60.00	\$60.00		

Bills for Ratification

September 2020



Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Menards Inc						
	Maintenance Supplies	Custodial	\$23.94		\$23.94	
	Maintenance Supplies	Custodial	\$64.95		\$64.95	
	CARES Act Grant	CARES Act Grant	\$836.00			\$836.00
	Maintenance Supplies	Maintenance	\$16.95		\$16.95	
	Maintenance Supplies	Maintenance	\$40.89		\$40.89	
	Instructional Supplies	Instruction-Other	\$11.99			\$11.99
	Maintenance Supplies	Maintenance	\$13.99		\$13.99	
	Maintenance Supplies	Maintenance	\$36.35		\$36.35	
	Maintenance Supplies	Maintenance	\$42.73		\$42.73	
	Instructional Supplies	Instruction-Other	\$74.98			\$74.98
	Participant Supplies	Grant-SupportServices	\$92.92			\$92.92
	Participant Supplies	Grant-SupportServices	\$1,469.26			\$1,469.26
Midwest Electronic Systems Inc						
	Equip Repair/Maint Agree	Law Enforce Trng Ctr O&M	\$75.00			\$75.00
Midwest Fiber Inc of Decatur						
	Grounds Maintenance	Law Enforce Trng Ctr O&M	\$80.00			\$80.00
	Grounds Maintenance	Law Enforce Trng Ctr O&M	\$160.00			\$160.00
Miller, Destiny Janee						
	Stipends	Grant-SupportServices	\$750.00			\$750.00
	Stipends	Grant-SupportServices	\$547.50			\$547.50
Moore, Emily June						
	Student Tuition Rec		\$189.00	\$189.00		
Morris, Juanita M						
	Contractual-Other	Insitutional Research	\$3,166.66	\$3,166.66		
Moyer, Justin D						
	Student Tuition Rec		\$513.00	\$513.00		
Mutual of Omaha						
	LTD Insurance		\$1,802.44	\$1,802.44		
	Life Insurance		\$2,409.03	\$2,409.03		
	Supplemental Life Insur		\$2,334.71	\$2,334.71		
National Registry of Emergency						
	Fees Pass Thru EMS		\$1,390.00	\$1,390.00		
Nichols Paper & Supply Co						
	Maintenance Supplies	Custodial	\$162.58		\$162.58	
Nichols, Tiffany L						
	Meeting Expense	Human Resources	\$40.00	\$40.00		
Nishida Services						
	Custodial Services	Custodial	\$30,600.00		\$30,600.00	
	Custodial Services	Liab Protection & Settle	\$3,400.00			\$3,400.00
O'Reilly Auto Parts						
	Instructional Supplies	Automotive-Tech Occ	\$6.55	\$6.55		
	Instructional Supplies	Automotive-Tech Occ	\$29.99	\$29.99		
	Instructional Supplies	Automotive-Tech Occ	\$43.91	\$43.91		
	Instructional Supplies	Automotive-Tech Occ	\$59.31	\$59.31		
	Instructional Supplies	Automotive-Tech Occ	\$141.33	\$141.33		
	Instructional Supplies	Automotive-Tech Occ	(\$79.99)	(\$79.99)		
	Instructional Supplies	Automotive-Tech Occ	\$17.99	\$17.99		
	Instructional Supplies	Automotive-Tech Occ	\$33.35	\$33.35		
	Instructional Supplies	Diesel Med/Hvy Trk Tech	\$54.27	\$54.27		
	Instructional Supplies	Diesel Med/Hvy Trk Tech	\$105.93	\$105.93		
	Instructional Supplies	Automotive-Tech Occ	\$349.55	\$349.55		
	Instructional Supplies	Automotive-Tech Occ	\$6.99	\$6.99		
	Instructional Supplies	Automotive-Tech Occ	\$24.99	\$24.99		
	Instructional Supplies	Automotive-Tech Occ	\$24.99	\$24.99		
	Instructional Supplies	Automotive-Tech Occ	\$28.97	\$28.97		
	Instructional Supplies	Automotive-Tech Occ	\$57.98	\$57.98		
	Instructional Supplies	Automotive-Tech Occ	\$68.96	\$68.96		
	Instructional Supplies	Automotive-Tech Occ	(\$49.86)	(\$49.86)		
	Instructional Supplies	Diesel Med/Hvy Trk Tech	\$35.98	\$35.98		
	Instructional Supplies	Diesel Med/Hvy Trk Tech	\$46.95	\$46.95		
Pasco Scientific						
	Instructional Supplies	Phys Sci/Physic-Baccal	\$1,595.00	\$1,595.00		
	Instructional Supplies	Phys Sci/Physic-Baccal	\$1,288.00	\$1,288.00		
Patrick, Scott Allen						
	Student Tuition Rec		\$1,661.00	\$1,661.00		
Patterson, Richard						
	Stipends	Credit	\$187.50			\$187.50
	Stipends	Credit	\$140.62			\$140.62
	Stipends	Credit	\$150.00			\$150.00
	Stipends	Credit	\$150.00			\$150.00
Patterson, Terrell Edward						
	Stipends	Grant-SupportServices	\$160.00			\$160.00

Bills for Ratification

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Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Patterson, Terrell Edward						
	Stipends	Grant-SupportServices	\$300.00			\$300.00
	Stipends	Grant-SupportServices	\$300.00			\$300.00
	Stipends	Grant-SupportServices	\$230.00			\$230.00
Peck, Andrew						
	Student Tuition Rec		\$459.00	\$459.00		
Per Mar Security & Research						
	Security	Public Safety Department	\$2,867.04			\$2,867.04
	Security	Public Safety Department	\$207.00			\$207.00
	Security	Public Safety Department	\$2,970.14			\$2,970.14
	Security	Public Safety Department	\$3,031.15			\$3,031.15
	Security	Public Safety Department	\$3,102.68			\$3,102.68
Phillips, Emma Grace						
	Student Tuition Rec		\$656.00	\$656.00		
Pierantoni, Leah M						
	Student Tuition Rec		\$108.00	\$108.00		
Pietsch, Tyler John						
	Student Tuition Rec		\$250.00	\$250.00		
Pocket Nurse						
	CARES Act Grant	CARES Act Grant	\$1,585.36			\$1,585.36
Presido/Netech						
	Materials	Academic Lab Support	\$48.63	\$48.63		
Pride Cleaners						
	Contractual-Other	Cafe	\$12.90			\$12.90
	Contractual-Other	Cafe	\$12.90			\$12.90
	Contractual-Other	Cafe	\$18.06			\$18.06
	Contractual-Other	Culinary Arts	\$20.10	\$20.10		
	Contractual-Other	Bistro 537	\$30.96			\$30.96
	Laundry/Linen Supplies	Allied Health	\$30.96	\$30.96		
	Laundry/Linen Supplies	Allied Health	\$41.28	\$41.28		
	Laundry/Linen Supplies	Allied Health	\$54.18	\$54.18		
	Contractual-Other	Culinary Arts	\$63.21	\$63.21		
	Laundry/Linen Supplies	Allied Health	\$40.79	\$40.79		
	Laundry/Linen Supplies	Radiology Tech-Hlth Occ	\$25.00	\$25.00		
	Laundry/Linen Supplies	Allied Health	\$72.24	\$72.24		
	Contractual-Other	Culinary Arts	\$15.48	\$15.48		
	Contractual-Other	Bistro 537	\$46.44			\$46.44
Quick, Cole						
	Student Tuition Rec		\$208.00	\$208.00		
R D McMillen Enterprises						
	Maintenance Supplies	Law Enforce Trng Ctr O&M	\$74.73			\$74.73
RCC Bookstore						
	NonTaxBooks-Scholarships		\$526.32	\$526.32		
	NonTaxBooks-Scholarships		\$21,779.33			\$21,779.33
	Office Supplies	LRC	\$15.96	\$15.96		
	Office Supplies	Dean-Liberal Arts	\$48.50	\$48.50		
	Expense-Other	General Expenses	\$118.25	\$118.25		
	Materials	Student Development	\$315.25	\$315.25		
	Instructional Supplies	Credit	\$1,200.00			\$1,200.00
	Instructional Supplies	Instruction-Other	\$1,788.22			\$1,788.22
	Instructional Supplies	Credit	\$243.06			\$243.06
RCC Foundation						
	Richland Foundation		\$1,187.00	\$1,187.00		
	Revenue-Misc/OtherSource		\$50.00	\$50.00		
	RCC Foundation A/R		\$3,985.00	\$3,985.00		
	RCC Foundation A/R		\$500.00	\$500.00		
	RCC Foundation A/R		\$358.86	\$358.86		
Radiation Detection Company						
	Fees Pass Thru Rad Tech		\$20.00	\$20.00		
	Materials	Radiology Tech-Hlth Occ	\$383.50	\$383.50		
Ray O'Herron Company Inc						
	Uniforms	Public Safety Department	\$4.00			\$4.00
	Firearms & Accessories	Public Safety Department	\$200.94			\$200.94
Redman, Ross James						
	Student Tuition Rec		\$250.00	\$250.00		
Reedy, Kya Kristine						
	Student Tuition Rec		\$275.00	\$275.00		
Rees, Emily Ann						
	Student Tuition Rec		\$96.00	\$96.00		
Refreshment Services Pepsi						
	Food Supply Costs	Cafe	\$278.81			\$278.81
	Food Supply Costs	Cafe	\$83.83			\$83.83
	Food Supply Costs	Cafe	\$29.05			\$29.05

Bills for Ratification

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Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Ringer, Sophie Emerson	Student Tuition Rec		\$459.00	\$459.00		
Riser, Alexis Nicole	Student Tuition Rec		\$348.00	\$348.00		
Rogers Supply Co	Instructional Supplies	Heating, Vent, AC-Tech Occ	(\$72.18)	(\$72.18)		
	Instructional Supplies	Heating, Vent, AC-Tech Occ	\$1,590.26	\$1,590.26		
	Building Repair/Maint	Maintenance	\$227.11		\$227.11	
	Maintenance Supplies	Maintenance	\$395.77		\$395.77	
Rominger, Donna M	Student Tuition Rec		\$656.00	\$656.00		
Root, Andrew James	Student Tuition Rec		\$275.00	\$275.00		
S J Smith Company Inc	Materials	Automotive-Tech Occ	\$21.70	\$21.70		
SURS Annuitants Association	Other Current Obligation		\$50.00			\$50.00
Sam's Club Direct	CARES Act Grant	CARES Act Grant	\$55.44			\$55.44
Scheiter, Leanna Marie	Student Tuition Rec		\$350.00	\$350.00		
Schelling, Allison R	Student Tuition Rec		\$175.00	\$175.00		
Schneider, Thomas P	Telephone	Law Enforce Trng Ctr	\$60.00			\$60.00
Scott Fisher Enterprises Inc	Pest Control	Law Enforce Trng Ctr O&M	\$450.00			\$450.00
	Pest Control	Maintenance	\$937.50		\$937.50	
	Pest Control	Law Enforce Trng Ctr O&M	\$892.50			\$892.50
Secretary of State	Contractual-Other	Student Activities	\$50.00			\$50.00
	Contractual-Other	Student Activities	\$50.00			\$50.00
	Contractual-Other	Student Activities	\$50.00			\$50.00
	Contractual-Other	Student Activities	\$50.00			\$50.00
	Instructional Supplies	Credit	\$50.00			\$50.00
	Instructional Supplies	Credit	\$50.00			\$50.00
Shippers Rental Inc	Equipment Rental	Credit	\$1,750.00			\$1,750.00
Sikich LLP	Audit Services	Audit	\$23,500.00			\$23,500.00
Specialty Paint	Instructional Supplies	Collision Repair Tech	\$289.33	\$289.33		
	Instructional Supplies	Collision Repair Tech	\$26.40	\$26.40		
Stand Up for Grace	Donations/Gifts	Club Expenses	\$185.25			\$185.25
State Universities Retirement	SURS 8%		\$184.91	\$184.91		
	SURS 1/2%		\$1,985.24	\$1,985.24		
	SURS 8%		\$17,922.39	\$17,922.39		
	SURS 1/2%		\$2,521.78	\$2,521.78		
	SURS 8%		\$3,434.43	\$3,434.43		
	SURS 8%		\$20,411.45	\$20,411.45		
	SURS 8%		\$184.91	\$184.91		
	SURS 1/2%		\$1,977.54	\$1,977.54		
	SURS 8%		\$17,762.33	\$17,762.33		
	SURS 1/2%		\$2,934.26	\$2,934.26		
	SURS 8%		\$7,318.22	\$7,318.22		
	SURS 8%		\$23,773.80	\$23,773.80		
Steiner, Ian Robert	Student Tuition Rec		\$186.00	\$186.00		
Stockton, Kaelee N	Student Tuition Rec		\$40.00	\$40.00		
Stone, Madison L	Student Tuition Rec		\$250.00	\$250.00		
Stott, Cameron James	Student Tuition Rec		\$892.00	\$892.00		
Sullivan, Jeffery	Student Tuition Rec		\$275.00	\$275.00		
Summers, Devin A	Stipends	Grant-SupportServices	\$750.00			\$750.00
	Stipends	Grant-SupportServices	\$622.50			\$622.50
Surgical Science Inc	Computer Software	Surgical Tech-Health Occ	\$13,300.00			\$13,300.00

Bills for Ratification

September 2020



Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Sysco Central Illinois Inc						
	Materials	Culinary Arts	\$28.88	\$28.88		
	Food Supply Costs	Cafe	\$66.38			\$66.38
	Food Supply Costs	Cafe	\$73.40			\$73.40
	Food Supply Costs	Cafe	\$171.99			\$171.99
	Instructional Supplies	Culinary Arts	\$319.13	\$319.13		
	Food Supply Costs	Cafe	\$103.05			\$103.05
	Materials	Cafe	\$385.23			\$385.23
	Instructional Supplies	Culinary Arts	\$509.98	\$509.98		
	Instructional Supplies	Culinary Arts	\$587.26	\$587.26		
	Food Supply Costs	Cafe	\$704.85			\$704.85
	Food Supply Costs	Cafe	\$661.87			\$661.87
	Materials	Cafe	\$201.32			\$201.32
	Instructional Supplies	Culinary Arts	\$1,329.14	\$1,329.14		
	Food Supply Costs	Cafe	\$1,983.86			\$1,983.86
	Materials	Cafe	\$93.53			\$93.53
	Food Supply Costs	Cafe	\$2,301.25			\$2,301.25
	Food Supply Costs	Cafe	\$2,338.79			\$2,338.79
Taitano-Orozco, Mia Jaylynn						
	Student Tuition Rec		\$878.00	\$878.00		
Taussig, Teresa						
	Student Tuition Rec		\$108.00	\$108.00		
Taylor, Lauren Elise						
	Student Tuition Rec		\$56.70	\$56.70		
Templeton, Vanessa Elizabeth						
	Student Tuition Rec		\$150.00	\$150.00		
The Decatur Club						
	Publications & Dues	General Expenses	\$100.00	\$100.00		
	Meeting Expense	Presidents Office	\$31.10	\$31.10		
The Library Store						
	Materials	LRC	\$64.86	\$64.86		
The Omni Group						
	Contractual-Other	Human Resources	\$6.00	\$6.00		
The SOLVR Group						
	Contractual-Other	Minority Entrp MentorPrg	\$1,520.00			\$1,520.00
Thompson, Madison Lynn						
	Student Tuition Rec		\$250.00	\$250.00		
ThyssenKrupp Elevator Corp						
	Equip Repair/Maint Agree	CSI Building O&M	\$550.53		\$550.53	
	Equip Repair/Maint Agree	Law Enforce Trng Ctr O&M	\$1,053.46			\$1,053.46
Tracy, Benjamin Scott						
	Student Tuition Rec		\$300.00	\$300.00		
Trane Co						
	Revenue-Misc/OtherSource		\$187.00	\$187.00		
Trotter, Maxwell Robert						
	Student Tuition Rec		\$459.00	\$459.00		
Turney, Wynn						
	Student Tuition Rec		\$225.00	\$225.00		
USA Clean Inc						
	Equip Repair/Maint Agree	Custodial	\$130.90		\$130.90	
	Equip Repair/Maint Agree	Custodial	\$568.50		\$568.50	
Underwood, Kristina N						
	Stipends	Grant-SupportServices	\$690.00			\$690.00
	Stipends	Grant-SupportServices	\$622.50			\$622.50
United Way of Decatur/Macon						
	United Way		\$309.00	\$309.00		
University of Illinois Payment C						
	Publications & Dues	LRC	\$11,787.00	\$11,787.00		
Valdez, Cristobal O						
	Telephone	Presidents Office	\$125.00	\$125.00		
Verizon Wireless						
	Telephone	Public Safety Department	\$263.11			\$263.11
Viewpoint LLC						
	Fees Pass Thru Backgrnd		\$780.00	\$780.00		
WAND						
	Advertising	Marketing	\$1,245.00	\$1,245.00		
	Advertising	Marketing	\$1,100.00	\$1,100.00		
Wall Street Embroidery & Silk Sc						
	Uniforms	Basic Law Enforce Trng	\$556.72			\$556.72
	Uniforms	Basic Law Enforce Trng	\$2,775.94			\$2,775.94
	Uniforms	Basic Law Enforce Trng	\$4,582.22			\$4,582.22
Warnsley, Kiani S						
	Student Tuition Rec		\$172.26	\$172.26		

Bills for Ratification

September 2020



<i>Vendor</i>	<i>Account</i>	<i>Center</i>	<i>Amount</i>	<i>Ed Fund</i>	<i>O&M Fund</i>	<i>Other Fund</i>
Wells, Malik Rasaan						
	Stipends	Grant-SupportServices	\$750.00			\$750.00
	Stipends	Grant-SupportServices	\$622.50			\$622.50
Whicker, Jacob						
	Student Tuition Rec		\$100.00	\$100.00		
Whiteside, Autumn Elizabeth						
	Student Tuition Rec		\$300.00	\$300.00		
Wilber, Bradley R						
	Student Tuition Rec		\$400.00	\$400.00		
Wilkin, Cheyenne Nicole						
	Student Tuition Rec		\$325.00	\$325.00		
Williams, Tad A						
	Telephone	Law Enforce Trng Ctr	\$60.00			\$60.00
Willis, Jay						
	Student Tuition Rec		\$167.00	\$167.00		
Wilson, Jeanna_Marie E						
	Student Tuition Rec		\$350.00	\$350.00		
Withrow, Tracy L						
	Telephone	Marketing	\$50.00	\$50.00		
Xerox Corporation						
	Install Pymt Lease/Purch	Copiers	\$186.19	\$186.19		
	Install Pymt Lease/Purch	Copiers	\$822.14	\$822.14		
	Printing	Marketing	\$97.58	\$97.58		
Zickerman, Scott Wesley						
	Student Tuition Rec		\$75.00	\$75.00		
savemyserver.com						
	CARES Act Grant	CARES Act Grant	\$9,600.00			\$9,600.00
			\$1,605,280.63	\$223,079.19	\$92,063.13	\$1,290,138.31